



RFQ 003/2016-17

The Municipality hereby invites submission of RFQ for the following RFQ's.

RFQ No	RFQ NAME	Description	Evaluati on Criteria	Enquiries and contact details	Closing Date
003/20 16-17	DESIGN AND PRINTING OF CONTROL BOOKS	CONTROL BOOKS	80 : 20	Refer to Specification	13 JULY 2016 @ 12H00

All RFQ's submitted will be evaluated in terms of the Council's Supply Chain Management and the Preferential Procurement Policies. All bidders have to be registered on the Makana Municipal Supplier Database and CSD.

The minimum specifications are detailed in the Terms of Reference document and are available at Makana SCM unit at no cost to the service provider.

THE FOLLOWING DOCUMENTS MUST ACCOMPANY TENDERS SUBMITTED BY PROSPECTIVE SERVICE PROVIDERS IN ORDER FOR THEM TO BE CONSIDERED. FAILING WHICH THEY WILL BE DISQUALIFIED:-

- Original Valid SARS Tax Clearance certificate
- Original Certified copy/ies of Identity Document/s of the Directors
- Copy/ies of Company composition documents e.g. CK1, Ck2 or Trust document
- Valid Billing Clearance Certificate from your local municipality (with contactable references) or valid lease agreement (copy)
- Completion of **MBD1 to MBD9** forms

BIDDER'S EMPLOYED BY THE STATE WILL NOT BE CONSIDERED

A VALID CERTIFIED COPY OF THE TENDER'S B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE MUST BE SUBMITTED IN ORDER TO QUALIFY FOR B-BBEE PREFERENCE POINTS

The Bids will be evaluated in terms of PPPFA. The Council Reserves the right to disqualify any service provider whose members and or shareholders owe the municipal rates and taxes.

Late submitted, faxed, falsified and e-mail tender documents will not be considered. Completed tender documents must be dropped in the RFQ box located in the **1st Floor Finance Department in 86 High Street, Grahamstown or posted to reach the Municipal Manager, P.O.Box 176, Grahamstown, 6140 before or not later than the dates as indicated above.** RFQ documents must be clearly marked with the RFQ number and description. Council does not bind itself to accept the lowest or any tenders.


Ms. Riana Meiring
ACTING MUNICIPAL MANAGER

Makana Municipality shall strive to sustain sustainable, affordable, equitable and quality services in a just, friendly and healthy environment, which promotes social and economic growth to all

...a great place to be