MAKANA
MUNICIPALITY | EASTERN CAPE
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REQUEST FOR QUOTATIONS
QUOTATION NO: 029/2016-17

Project Name	Contract Number	Points Allocated	Contact Person	Closing Date & Time	Date Advertised
RENDERING OF HYGINE SERVICES	029/2016-17	80/20	E. W MAGER Tel: 046 603 6243	04/05/17 @ 12:00	24/04/2017

The following Conditions will apply:

- Must be registered on the Municipal Suppliers Database and Central Supplier Database (CSD),
- Price must be VAT inclusive (for all registered vendors),
- The Municipality is not obliged to accept the lowest or any quotation,
- **Delivery is based on order,** Delivery period must be indicated,
- All quotations will be adjudicated in terms of council's Supply Chain Management Policy,
- The following compulsory documentation must be submitted with your quote in order to be considered, failing which will lead to disqualification:
  - Submit a valid SARS Tax compliance status **report Issued with a Pin**; failure to submit will result in disqualification.
  - Billing clearance certificate/ lease agreement/ statement of municipal accounts must be attached to and be returned with the tender documents.
  - Copi/ies of the Company registration e.g CK1, CK2, Trust documents, if sole provider provide a certified affidavit.
  - An original certified copy Directors/owners/Partners Identity documents
  - An original certified copy of B-BBEE certificate
  - Completed and signed declaration of interest MBD4, MBD 8 & MBD 9
- Please ensure that all returnable documentation are numbered (e.g. page 1 of 5 etc.) and binded in one document,
- The quotations must be submitted on one Letterhead of your business,
- Please ensure that the returnable documentation is placed in a sealed envelope clearly marked **RFQ 029/2016-17- RENDERING OF HYGINE SERVICES**

- **THE QUOTATION BOX IS LOCATED UPSTAIRS SITUATED IN THE FINANCE DIRECTORATE, 86 HIGH STREET, GRAHAMSTOWN, (DURING NORMAL OFFICE HOURS).**
- Late quotations will not be accepted. Faxed or emailed quotations will also not be considered
- The evaluation criterion is 80:20,

NB : BIDDERS WHO ARE IN THE SERVICE OF THE STATE WILL NOT BE CONSIDERED.

The quotation must be submitted on the letterhead of your business and hand delivered at the Finance Offices, 86 High Street Grahamstown.

For further enquiries contact E.W MAGER phone 046 603 6243 or email MagerEttienne@makana.gov.za

Closing date: 04 May 2017

Closing tome: 12H00

SPECIFICATION IS ON THE NEXT PAGE:

M. PLANGA

ACTING MUNICIPAL MANAGER

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Quote No: RFQ 28 /2017

Call for quotations: Hygiene Services

The Makana Municipality request your quotation on the goods and services listed hereunder. Please furnish all information and documentations as requested and submit your quotation on or before the closing date.

Specifications requirements:

	Description	City Hall Ground floor - Males	City Hall Ground floor - Females	City Hall First floor - Males	City Hall First floor - Females	Finance building – 2 X Males	Finance building – 3 X Females	Total
1	Soap dispenser	1	1	1	1	2	3	9
2	Seat sanitizer dispenser	-	-	1	1	2	3	7
3	Air freshner auto dispenser	1	1	1	1	2	3	9
4	Sanitary bin (She)	-	3	-	2	-	3	8
5	Towel cabinet	-	-	1	1	-	-	2
6	Urinal auto sanitizer dispenser	3	-	-	-	3	-	6
7	Hot air hand dryer	1	1	1	1	2	3	9

Description of servicing of equipment

1. Sanitary bins are to be emptied once a week. She packets and plastic bags to be provided.
2. Air freshener dispensers are to be serviced once a month for replacement of batteries and freshener.
3. Seat sanitizer dispensers are to be serviced once a month and checked for leakages, batteries and refilling. Wipes to be provided by the service provider.
4. Urinal dispensers to be serviced once a month and checked for leakages, batteries and refilling.
5. The service provider to provide liquid hand soap on a monthly basis.
6. Towels for the towel cabinets are to be changed weekly and the cabinet checked.
7. The Hot air hand dryers to be connected to the electricity network.