

RFQ NO: RFQ01/2018-19

Date of Advert: 17 July 2018



**EMADLANGENI MUNICIPALITY**

Dear Sir / Madam

**REQUEST FOR WRITTEN PRICE QUOTATIONS**

Kindly furnish me with a written quotation for the supply of the goods/services as detailed in the enclosed schedule.

The quotation must be submitted on the letterhead of your business not later than **Tuesday, 24 July 2018 at 15H00**.

The quotation can either be hand delivered at **the reception area of Emadlangeni Municipal offices, 34 Voor, Utrecht**; OR faxed to: **034 331 3040**, OR Email: [scm@emadlangeni.gov.za](mailto:scm@emadlangeni.gov.za) for the attention of the SCM Office.

---

The following conditions will apply:

- Price(s) quoted must be valid for at least thirty (30) days from date of your offer.
- Price(s) quoted must be firm and must be inclusive of VAT.
- A firm delivery period must be indicated.
- Bidders must complete MBD4, MBD6.1, MBD8 & MBD9 forms obtainable from the municipal SCM office or municipal website and submit it with their quotations.
- Bidders must be registered in the Central Suppliers Database and in the Municipal Suppliers Database.
- Bidders must enclose a valid tax status or tax pin and a copy of BBBEE certificate/Sworn affidavit. Failure to submit the proof of B-BBEE Certificate/Sworn affidavit will result in forfeiting the points.

**NB: No quotations will be considered from persons in the service of the state<sup>i</sup>**

Failure to comply with these conditions may invalidate your offer.

Yours faithfully

A handwritten signature in black ink, appearing to be 'Z.J. Mkhize', written over a horizontal dashed line.

**Mr. Z.J Mkhize**  
**Acting Municipal Manager**  
**Tel: 034 331 3041**

## PRICING SCHEDULE

ITEM No.	DESCRIPTION OF GOODS /SERVICES <u>Training Service Provider</u> Accredited Institution for GRAP Training ( 5 Day Course)	Quantity
1.	GRAP 17 : PPE	2
	GRAP 16 : Investment Property	2
	GRAP 103 :Heritage Asset	2
	GRAP Asset register	2
	Asset management principles	2

### DELIVERY ADDRESS:

---

---

---

---

i \* MSCM Regulations: "in the service of the state" means to be –

- (a) a member of –
  - (i) any municipal council;
  - (ii) any provincial legislature; or
  - (iii) the national Assembly or the national Council of provinces;
- (b) a member of the board of directors of any municipal entity;
- (c) an official of any municipality or municipal entity;
- (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
- (e) a member of the accounting authority of any national or provincial public entity; or
- (f) An employee of Parliament or a provincial legislature.