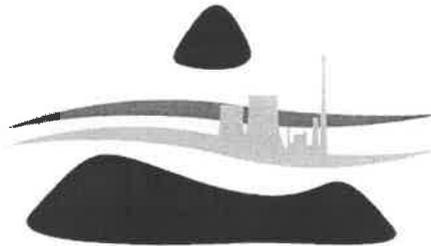


**FEZILE DABI
DISTRICT MUNICIPALITY**



BID DOCUMENT

NOTICE NO: 022/2022-23

**PROCUREMENT OF SERVICE PROVIDER TO SUPPLY AND DELIVERY OF
AWARENESS MATERIAL FOR DISASTER MANAGEMENT**

CLOSING DATE 25 JANUARY 2023 @ 12:00PM

PREPARED FOR/BY:

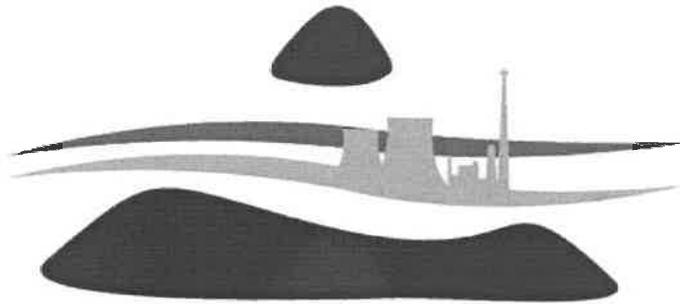
FEZILE DABI DISTRICT MUNICIPALITY
P.O.BOX 10
SASOLBURG
1947

TEL: (016) 970 8600
FAX: (016) 970 8762

ENQUIRIES: SCM UNIT
(016) 970 8600 OR (016) 970 8874

BIDDER: _____

BID AMOUNT (VAT INCL.): _____



FEZILE DABI DISTRICT MUNICIPALITY

NOTICE NUMBER: SCM-FDDM 022/ 2022-23

Date: 18 January 2023

Dear: Service provider

Request for Formal Written Quotation

Kindly furnish Fezile Dabi District Municipality with a written quotation for the supply of the goods / services as detailed on the below schedule.

PROCUREMENT OF SERVICE PROVIDER TO SUPPLY AND DELIVERY OF AWARENESS MATERIAL FOR DISASTER MANAGEMENT

SPECIFICATIONS:-

- See attached Specifications

The quotation must be submitted on the letterhead of your business and can be delivered by hand not later than Monday, 25 January 2023 on or before 12h00 to: Supply Chain Management Unit of Fezile Dabi District Municipality.

The following condition will apply:

- Prices quoted must be valid for at least (30) days from the date of your offer.

- Prices quoted must be firm and must be inclusive of vat.
- A firm delivery period must be indicated, **that is no later than ten (10) working days after issuing an order.**
- For all transaction exceeding R 30 000.00 your SARS tax Clearance certificate/Tax Clearance Pin must be furnished
- Copy of company registration reflecting equity owned by the members and status be In Business(CIPC)
- **BBBEE VERIFICATION CERTIFICATE**
- **Municipal rates & taxes** information in the bid document must be duly completed by local municipality or landlord.
- This quotation will be evaluated in terms of 80/20 preference point system as prescribed in the preferential procurement policy.
- **Central Supplier Database (CSD)** registration number/summary report must be attached to the tender/bid document.

POINTS ALLOCATION FOR 80/20 PRINCIPLE:

- ❖ PRICE 80
- ❖ PROSPECTIVE BIDDERS WHO WISH TO CLAIM THIS POINTS ARE REQUESTED TO ATTACH THEIR **BBBEE** RATING CERTIFICATE. 20

Failure to comply with these conditions may invalidate your offer.

NB: Forms for claiming preferential points are available from procurement offices at a cost of R50.00 per copy and for free if downloaded from Fezile Dabi District Municipality Website.

Yours Faithfully



 MR J REVNEKE
 ACTING CHIEF FINANCIAL OFFICER

B&A PROJECT MANAGEMENT

<i>ITEM DESCRIPTION</i>	<i>ITEM SPECIFICATIONS</i>	<i>QUANTITY</i>
Project material	- Disaster Management Gazebo with FDDM Disaster logo on all sites.	2
	- Camp chairs with FDDM Disaster Management logos.	4
	- Fold tables	2
	- Disaster Management 14 pages booklet. A3 printing both sides.	1 500
	- Wildfire 8 pages awareness booklet A3 printing both sides.	1 500
	- Floods, Warning, preparedness and safety educational awareness 2 pages booklet. A3 printed both sides.	1 500
	- N.B. Service provider to hand over the art work of this copies to	

	- Service provider to contact Disaster Management Centre for booklet.	
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Mr. Andre Van Zyl
Acting: Environmental Health and Emergency Service