

# FEZILE DABI DISTRICT MUNICIPALITY



## Fezile Dabi

District Municipality

BID NO. SCM/BID: 003/2023-24.

NOTICE NO: 011/2023-24.

## REQUEST FOR PROPOSALS / WRITTEN QUOTATION

Fezile Dabi District Municipality hereby invites service providers to submit proposal/bids for the below mentioned project.

Bid Number	Bid Description	Evaluation Criteria	Functionality	Closing date	Contact Person
003/ 2023-24	<b>ADVERT:</b> Request of proposal for travel management services.	80/20 Bid documents <b>R250</b> non-refundable fee(cash only/direct deposit with a proof of deposit)	<b>Part A:</b> Affiliation: 60 <b>Part B:</b> <b>Experience:</b> 30 <b>Part C:</b> <b>Capacity:</b> 10 <b>NB: Companies should obtain at least 70% for further evaluated.</b>	Monday, 10 October 2023 at 12:00pm	Mr K Taje (016) 970 8704/074 586 1351  Ms Maria Moeketsi (016) 970 8704

**Requirements:** Copy of the valid company tax clearance certificate be attached. – Certified Copy of ID. – Certified copy of the company registration certificate. – Valid B-BBEE certificate be attached. – CSD registration report/support number. – Municipal rates and taxes statement or your landlord stamp or lease agreement with landlord municipality rates and taxes or affidavit with landlord municipality rates and taxes.– All compulsory/supplementary forms contained in the bid documents must be completed and signed, (**MBD 4, 6, 8 & 9** amongst others).

**Please note:-** Sealed Bids should clearly indicate: **SCM bid: 003/2023-24, Request of proposal for travel management services. -Bid Document will be obtainable as from Monday, 18 September 2023 from Supply Chain Management Unit, Fezile Dabi District Municipality offices.**

– No bids will be accepted from persons in the service of the state. – No telegraphic, telefax and late bids will be accepted. – Municipality is not bound to accept the lowest bid. – All quotations will be evaluated in terms of preferential points system as prescribed in the preferential procurement policy regulation of 2022.

**Mr S Thomas**  
Municipal Manager