

THULAMELA MUNICIPALITY

INVITATION TO BID

BID NO: B01 /2012/2013 SUPPLY AND DELIVERY OF DIARIES AND CALENDERS

Thulamela Municipality hereby invites experienced service providers for supply and delivery of diaries and calenders.

Bid documents will be available as from 20th of August 2012 between 08h00 and 15h30 upon non-refundable cash payment of R195.00 per document at Procurement office No.02 Thulamela Municipality, Old Agriven Building, Thohoyandou, 0950.

A compulsory briefing session will be held once on the 20th of August 2012 at 11H00 at the Municipality's boardroom .

Interested service providers will be expected to submit the prices with the following compulsory requirements:

- **Original Valid Tax Clearance Certificate Issued by SARS**
- **Company Registration Documents**
- **Proof of updated payments of all the services in the municipality in which the business is registered or the owner of business resides not older than 3 months.**

Where possible we also request to be provided with the company profile.

NB: Service providers must submit their BBBEE Verification certificate from verification agency accredited by South African accreditation system (SANAS) or a registered auditor approved by the Independent Regulatory Board (IRBA) or an Accounting Officer as contemplated in the corporation act (CCA) in order to claim preference points.

Bids will be assessed under the provisions of the following Acts and its Regulations: Municipal Finance Management Act, (Act 56 of 2003); Preferential Procurement Policy Framework Act, 2000 (Act 5 of 2000) Supply Chain Management Policy of the municipality in accordance with the specifications and in terms of **80 :20 preferential points system.**

Sealed bids must be submitted in envelopes clearly indicating ***"Bid NO: B01/2012/2013 SUPPLY AND DELIVERY OF DIARIES AND CALENDERS"*** on the outside and must reach the undersigned by depositing it into the official Bid Box at the front of the main entrance to the Civic Centre, by no later than 11h00 on the **06th SEPTEMBER 2012.** All Bids received will be opened in public in the Municipality's Board Room, Civic Centre, Old Agriven Building, Thohoyandou.

The Municipality is not bound to accept the lowest or any Bid and reserves the right to accept any part of a Bid. Bids must remain valid for a period of ninety (90) days after closing date of the submission thereof. Administrative bid enquiries can be made with Ms Mudau P at 015 962 7796/7543 and technical enquiries can be made with Mr Malala NK 015 962 7526

Bids which are late, incomplete, unsigned, completed by pencil, sent by telegraph, facsimile, electronically (Fax), or E- mail and without the compulsory requirements will be disqualified.

Thulamela Municipality
Civic Centre
Old Agriven Building
Thohoyandou
0950

MR MATHIVHA M.H.
MUNICIPAL MANAGER