



PLACEMENT DATE: 2013/09/12

Messrs.....
Company.....

Dear Sir / Madam

REQUEST FOR FORMAL WRITTEN PRICE QUOTATION:

(Over R30 000.00 up to a transaction value of R200 000.00 VAT included)

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

The quotation must be submitted on the letterhead of your business and be deposited into the tender box not later than 2013/09/19@ 12h00.

TEL: 018 4738000

The following conditions will apply:

- Price(s) quoted must be valid for at least thirty (30) days from date of your offer.
- A firm delivery period must be indicated.
- This quotation will be evaluated in terms of the 80/20 preference point system as prescribed in the Preferential Procurement Policy Framework Act (No 5 of 2000).
- Suppliers must be / or can register on the suppliers database of the municipality

RETURNABLE DOCUMENTS:

- TAX CLEARANCE CERTIFICATE
- COMPANY MUNICIPAL ACCOUNT
- BBB-EE STATUS LEVEL CERTIFICATE
- DECLARATION OF INTEREST
- CIPRO CERTIFICATE
- ID COPIES OF DIRECTORS/OWNERS

| | |
|-------|---------------|
| | Points |
| Price | 80 |

Procurement points Evaluation

Formula's prescribed in the Preferential Procurement Policy Framework Act 2001:

The 80/20 preference point system is applicable to bids* with a Rand value equal to, or above R30 000 and up to a Rand value of R1 million (all applicable taxes included).

The allocations of procurement points for quotations have been specified as follows:

- PRICE 80 points

| B-BBEE Status Level of Contributor | Number of Points |
|------------------------------------|------------------|
| 1 | 20 |
| 2 | 18 |
| 3 | 16 |
| 4 | 12 |
| 5 | 8 |
| 6 | 6 |
| 7 | 4 |
| 8 | 2 |
| Non-compliant contributor | 0 |

SPECIFICATIONS: INVITATION FOR QUOTATIONS

HIRING OF CONFERENCE VENUE ON 2013/10/10-11(AROUND KOSH)

| DESCRIPTION | QTY |
|---|-----|
| CAPACITY TO HOST 200 PEOPLE | 200 |
| THREE BREAK-AWAY HALLS WITH THE CAPACITY TO HOST 50 PEOPLE EACH | 3 |
| THE VENUE SHOULD BE ACCESSABLE TO PEOPLE WITH DISABILITIES | |
| BATH ROOMS MUST BE DISABILITY COMPLIANT | 2 |
| | |
| CATRING FOR 200 | 200 |
| BREAKFAST: TEA,COFFEE,BISCUITS&MUFFINS | 200 |
| MID MORNING TEA: TEA,COFFEE&BISCUITS | |
| LUNCH: 2MEAT,2STARCH,2VEGGIES.1SALAD&SOFT DRINKS | |
| DINNER ON 2013/10/10; 2MEAT,2STARCH,2VEGGIES,2SALADS& SOFT DRINK | |
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IF YOU HAVE NOT RECEIVED ANY FEEDBACK WITHIN 2 WEEKS CONSIDER YOUR QUOTATION AS UNSUCCESSFUL