



PLACEMENT DATE: 2014/03/26

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 in a sealed envelope must be submitted on the letterhead of your business and be deposited into the tender box not later than 2014/04/03@ 12h00 pm. **ADDRESS IS: CIVIC CENTRE**

**: MUNICIPAL BUILDING  
: PATORE ROAD  
: ORKNEY  
: 2620**

**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**

**Purchase of the exhibition stand for tourism indaba**

Description	Qty
<ul style="list-style-type: none"><li>➤ 30Ms2 modular exhibition stand</li><li>➤ Setup and breakdown</li><li>➤ 8 long arm spot lights</li><li>➤ Reception counter</li><li>➤ Storage space</li><li>➤ Lounge area with furniture</li><li>➤ 3 x round counter</li><li>➤ 8x bar stools</li><li>➤ 3 x brochure holder</li><li>➤ 4 x pull down banners</li><li>➤ 3 x dustbins</li><li>➤ 1 x 42inch LED TV with bracket</li><li>➤ 1 x blue ray DVD player</li><li>➤ 30Ms2 carpeting</li><li>➤ 4 x pot plants</li></ul>	1
<p><b>OTHER</b></p> <ul style="list-style-type: none"><li>○ Client responsible for the design and sourcing of images</li><li>○ Provide a mock – up of the suggested stand</li><li>○ Supply engineers certificate</li></ul>	
<p><b>NB: EXPIRENCE</b></p> <ul style="list-style-type: none"><li>✓ MINIMUM OF 3 YEARS BUILDING EXPERIECE AT TOURISM INDABA</li><li>✓ SHOW EXAMPLES OF AT LEAST 5 TOURISM STANDS BUILT FOR MUNICIPALITIES</li></ul>	