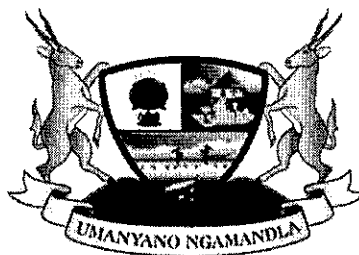


Mbizana Local Municipality

Physical Address
51 Winnie Madikizela
Mandela Street
Postal Address
P O Box 12
Bizana



Office of the Municipal
Manager
Tel: 039 251 0230
Fax: 039 251 0917
lmahlaka@mbizana.org.za

REQUEST FOR QUOTATION MBIZ LM/16/10/20/ P STA FBE

ADVERT PROCUREMENT OF STATIONERY FOR FBE

Quotations are hereby invited from suitable service providers for **Procurement of Stationery for FBE**. Specifications and terms of reference are available in the municipal website.

NB: MANDATORY DOCUMENTS TO BE SUBMITTED, FAILURE TO DO SO WILL LEAD TO THE TENDER BEING REGARDED AS NON-RESPONSIVE.

A Tax Pin printout as provided by SARS, Proof of registration with central supplier database (CSD). Copy of company Registration/Founding Statement/CIPC Document. Original/ Certified B-BBEE certificate or a consolidated B-BBEE in the case of a joint venture (non-elimination item). Signed JV Agreement for Joint venture where applicable. Prices quoted must be firm and must be inclusive of VAT for vat vendors. Certified ID Copies of Managing Directors/ Owners. **No couriered, hand delivered, faxed, incomplete and late tenders will be accepted. No bidders will be considered if not registered on the Central Supplier Database.** Mbizana Local Municipality reserves the right not to appoint the highest scoring bidder. Value for money will be one of key determinant. Mbizana Local Municipal supply chain management policy will apply. **MBD 1, 4, 6.1, 6.2, 6.4, 8 and 9 are compulsory submission. A signed certificate by the bidder and proof certifying that the bidder has no undisputed commitments for municipal services towards a municipality or other provider in respect of which payment is overdue more than 30 days.** All the certified copies of documents must not be more than 6 months old. Mbizana Local Municipality does not bind itself to accept the lowest or any bid and reserves the right to accept the whole or part of the bid. **Evaluation Criterion is 80/20. Threshold for Local Content is 100%**

Published: on the 19/10/2020. .

Compulsory Briefing: Not Applicable.

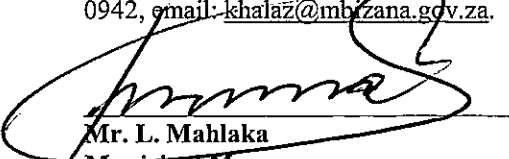
NB: NOTENDERS WILL BE CONSIDERED FROM PERSON(S) IN THE SERVICE OF THE STATE AND COMPAN(Y) NIES NOT REGISTERED IN THE CENTRAL DATABASED.

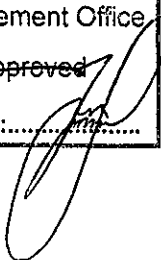
Closing date: 28 October 2020: All tenders must be emailed to quotes.scm@mbizana.gov.za by not later than 12h00. All quotations must be referenced stating "Name of the project and Reference number indicated above".

Terms of reference or specification must be downloaded from the following link/ address by selecting the project name as indicated: <http://www.mbizana.gov.za/tenders/>

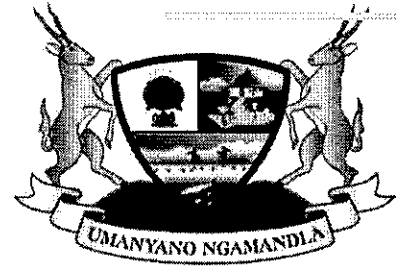
All required MBD forms must be downloaded from the following link/ address: <http://www.mbizana.gov.za/wp-content/uploads/2020/06/Mbizana-LM-MBD-Forms.pdf>

Enquiries: Technical enquiries are addressed to Ms. N. Xoko, Manager: Social & Environment, @ 082 370 7414, email: xokon@mbizana.gov.za and SCM enquiries to Supply Chain Manager, Mr. Z Khala @ 079 886 0942, email: khalaz@mbizana.gov.za.


Mr. L. Mahlaka
Municipal Manager

Supply Chain Management Office
Approved/Not Approved
Date:.....Signature:.....


Mbizana Local Municipality



Date : 02 September 2020
To : Senior Manager: Community Services
From : Manager: Social and Environment
Subject: Request for Stationery

Specification for Procurement of Stationery FBE

Items	Description	Qty
1.	A4 White Printing Paper	30
2.	1 Quire Counter Books	31
3.	Stapler	25
4.	Staples 26/6	25
5.	A4 Storage Boxes	40
6.	Metal Heavy Duty Punchure	01

M.M. Khuzwayo
(SM: Community Services)