



**REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS FOR
ORDERS ABOVE R30 000.00 BUT LESS THAN R200 000.00**

REFERENCE NO. UEDA/SCM/1008/2021

**REQUEST FOR THE ACCREDITED SERVICE PROVIDER TO SUPPLY AND
DELIVERY OF EVENT EQUIPMENTS FOR UTHUKELA ECONOMIC
DEVELOPMENT AGENCY.**

29 November 2021

UThukela District Municipality is hereby invites quotations from qualified and experienced service provider for the following:

Item No.	Specifications	Quantity
1	venue for clothing and textile	01
2.	sound system for outdoor use for a max of 200 people	02
3.	Refreshments for 200 people	200
4.	Live local music artist	01
5.	Live poetry local music	01
6	Live local comedy artist	01
7	Stage (performance and runway)	01
8	Décor(vintage theme couches)	01
9	Media (photographer and videos)	01
10	Marketing of the event	01
11	Security	01
12	Live music instruments	01
13	Display Tables	10
14	Stage lighting	01
15	Speed fence	01
	<u>SPECIAL CONDITIONS:</u> 1. Suppliers are to adhere strictly to the specifications given. 2. Not adhering to the specifications, will result in the quotation not being considered. 3. Faxed or e-mailed quotations will not be accepted. 4. 7 days urgent. 5. Previous experience must be attached	

GENERAL CONDITIONS:

Quotations must be submitted using the official quotation form obtainable from the Supply Chain Management Unit office (Procurement) Room G51.

Sealed quotations outwardly marked: **Ref. No. UEDA/SCM/1008/2021: request for the accredited service provider to supply and delivery of event equipment's for uThukela Economic Development Agency.**

- 1. Quotations must be addressed to the Municipal Manager and placed in the Tender Box, 36 Lyell Street, Ladysmith, not later than 12H00 on Wednesday, 08 December 2021.**
- 2. MBD1, MBD4, MBD6.1, MBD6.2, MBD8 and MBD9 forms must be filled in and submitted together with the quotation.**
- 3. All Quotations will be evaluated on a point system in accordance with the provisions of the Preferential Procurement Policy Framework Act No. 5 of 2000 and the revised PREFERENTIAL PROCUREMENT REGULATIONS, 2017.**
- 4. In terms of Regulation 6, the 80/20 preference point system will be applicable, with 80 points for Price and 20 Points for B-BBEE Status Level of Contribution.**
- 5. Prices quoted must include value added tax, delivery charges and off-loading to the municipal premises.**
- 6. Any quote will not necessarily be accepted and the Council Reserves the Right to Accept the whole or any Part of Any quote.**
- 7. Certified Copy of Sanas: B-BBEE Certificated or Proof of Exemption must be included in the Bid document.**
- 8. A valid original Tax clearance certificate must be submitted together with the document.**
- 9. Prices altered by means of correction fluid will not be considered**
- 10. Preference will be given to Database Suppliers**
- 11. A current (30 days) Business and or Business Residential municipal account for all services must be included in the bid document, even outside the UThukela District Municipal boundaries. In case of leasing, the lease agreement must be submitted, indicating who is responsible for water, electricity & rates.**
- 12. Proof of registration, on the central supplier database for government.**
- 13. Local Production and Content:**
 - 9.(1) An organ of state must, in the case of designated sectors, where in the award of tenders local production and content is of critical importance, advertise such tenders with a specific tendering condition that only locally produced goods, services or**

works or locally manufactured goods, with stipulated minimum threshold for local production and content will be considered.

14. Pre-Qualification:

Only tenderers with B-BBEE Level 1 will qualify.

Enquiries may be directed to: Bongiwe Hlongwane Tell: 073 257 1003



Checked by Lucky Dubazana (CFO)



**DCP MAZIBUKO
CHIEF EXECUTIVE OFFICER
UTHUKELA ECONOMIC DEVELOPMENT AGENCY**

UTHUKELA DISTRICT MUNICIPALITY