



REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS

You are invited to furnish the Municipality with a written quotation for the provision of services or goods detailed in the endorsed specification.

The quotation must be submitted on the official letterhead of your company and must be deposited in the municipal tender box situated at Ground Floor, Cnr Fedler and Second Street in Randfontein before 11h00 on the 17th of April 2018. For queries, please email Ms M. Molete on mamoriri.molete@randwestcity.gov.za

For Technical Enquiries: **Mr. C. Daniels**
Libraries
Tel: 011 411 0076

For SCM related Enquiries: **Ms M Molete**
Supply Chain Management
Tel: 011 411 0466

RE-ADVERT Appointment of an accredited supplier to supply and deliver cleaning materials for

Rand West City Libraries: RWRFAQ-3/002/2017-2018

The following mandatory documents must be submitted with the quotation and failure to submit either will lead to your submission being declared non-responsive:

- Prices must be valid for at least thirty (30) days from the closing date and must be inclusive of VAT if the bidder is a VAT vendor.
- A valid Tax Clearance Certificate OR Tax Compliance status document with PIN from SARS.
- Proof of registration with the National Treasury Central Supplier Database (a bidder must attach CSD registration report with Supplier No. and Unique Code).
- Original BBBEE certificate, certified copy or a EME or QSE verified affidavit in the case of EMEs and QSEs. Failure to submit either will lead in the bidder scoring no points for BBBEE. Must be a consolidated certificate for Joint Ventures.
- Certified copies of Company Registration Documents and ID copies of company directors
- Completed MBD 4, MBD 8 and MBD 9 forms (available at SCM Stores and downloadable on the website.
- A current municipal account statement reflecting the bidder is not in arrears for more than 3 months, lease agreement or SAPS affidavit stating that the bidder not obliged to pay municipal rates.

NB: No quotations will be considered from persons in the service of the state.

BIDDERS SHOULD ALSO TAKE NOTE OF THE FOLLOWING BID CONDITIONS:

- The Rand West City Local Municipality Supply Chain Management Policy will apply.
- The Rand West City Local Municipality does not bind itself to accept the lowest bid or any other bid and reserves the right to accept the bid in whole or in part.
- Bids which are late, incomplete, unsigned, faxed or sent electronically will not be accepted.
- Bidders will be required to register on the Rand West City Local Municipality Database, if not already registered.
- The latest General Conditions of Contract and any Special Conditions of Contract will apply.
- The bid will be evaluated on local production content the minimum threshold as stipulated by the DTI in each designated sector will apply.

Failure to comply with these conditions may invalidate your offer.

Yours faithfully

Signature

11/4/18
Date

LM

Rand West City Local Municipality

Cnr Pollock & Sutherland Street, Randfontein 1760, Tel 011 411 0000, Fax 011 693 1736

Website: www.randwestcity.gov.za



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SPECIFICATION

Rand West City Local Municipality (RWCLM) is seeking to appoint a service provider to supply and deliver cleaning materials for Rand West City Libraries.

REQUIREMENTS:

LIST FOR RAND WEST CITY LIBRARIES CLEANING MATERIALS

QUANTITY	DESCRIPTION
17	Bags with cloths (5kg waste cloth)
9	Bleach / Jik (5L)
2	Brasso (1L)
11	Brooms hard for outdoor usage
16	Brooms soft for indoor usage
1	Bucket (20L)
14	Dirt/ dust scooper set
15	Dish Washer (5L)
17	Domestos (5L)
21	Doom
17	Face Masks box 20's
17	Feather dusters (long)
17	Feather dusters(Short)
8	Floorwax polish (2L)
84	Furniture Polish (400ml)
60	Hand glovers Large - cleaning of toilets and shelves
17	Hand liquid soap (5L)
34	Handy Andy (5L)
5	Jeyes fluid (5L)
72	Kitchen cloths small and large



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25	Mops
34	Pine gel (5L)
7	Office bins
4	Rake
52	Refuse plastic bags 100 's
3	Spade
2	Tile cleaner 2 and 1 (5L)
84	Toilet air spray (180 ml)
34	Toilet blocks (5kg)
25	Toilet brushes (set)
1	Toilet holder
1	Toilet paper holder
11	Toilet punch (unblocking of toilets) (5L)
34	Toilet rolls (48 per pack)
25	Window cleaner (5L)
12	Wood & laminate floor cleaner (5L)