

# LETSEMENG LOCAL MUNICIPALITY



## REQUEST FOR QUOTATION: APPOINTMENT OF SERVICE PROVIDER FOR A MEDIA BRIEFING TO THE COMMUNITY OF KOFFIEFONTEIN.

Letsemeng Local Municipality hereby request a quotation on the following products: **MEDIA BRIEFING TO THE COMMUNITY OF LETSEMENG BY THE ACTING MAYOR SUBSEQUENT TO HIS APPOINTMENT.**

**Placement Date 11 March 2019**

**Closing Date: 19 March 2019**

Duly completed quotation must be placed in a sealed envelope and clearly marked with the correct reference number and description for the attention of the Municipal Manager:

Letsemeng Local Municipality  
P/BAG X 3  
KOFFIEFONTEIN  
9986

Quotation must be placed in the tender box strictly **on or before 12H00**, on the closing date as indicated above at the following address:

Reception Area (Ground Floor)  
Letsemeng Local Municipality Offices,  
7 Groottrek Street  
Koffiefontein  
9986.

Quotation must be submitted in the tender box as per the details above not later than closing date and time. Quotation on received after the closing date and time; faxed; completed with erasable ink; incomplete or e-mailed will not be considered. **Sana's approved BBEE and original tax clearance certificates or a Pin must be attached, Municipal Rates and Taxes not owed for older than 3 month or Lease agreement,CSD Report and Certified Company registration .**

The quotation will be evaluated and adjudicated in line with the approved Supply Chain Management Policy of the Municipality 80/20 preference point system in line with the Preferential Procurement Policy Framework Act and supply chain regulations.

The municipality is not bound to accept the lowest or any quotation and reserves the right to accept any quotation either wholly or a part thereof. Quotation should be valid for a period of not less than 90 days from closing date. Enquiries can be directed to the SCM Unit at 053 3300 217 during office hours.

Note that delivery date and time must be indicated on the quotation failure to comply with your dates will result to your order being cancelled with no cost to the Municipality.

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Mr T. Mkhwane  
Municipal Manager