

**MAKHADO MUNICIPALITY**

**QUOTE NO. MAK49/2019**

**HIRING OF DECORATION: TRADITIONAL**

All interested service providers are hereby invited to submit written quotations for the **Hiring of Decoration: Traditional** to be delivery at Makhado Show Ground

**SPECIFICATION FOR DECORATION: TRADITIONAL**

<b>TRADITIONAL VIP DECORATION FOR 2019/2020: DINNING HALL</b>	
	<ul style="list-style-type: none"><li>• 20 X Round Tables</li><li>• 20 X Round tablecloths and overlays</li><li>• 200 X Royal/ Glass tiffany chairs</li><li>• 10 X Medium centre piece ( fresh flowers)</li><li>• 200 X Serviettes with ring</li><li>• 200 X Under plates</li><li>• Champaign plates</li><li>• Wine glasses</li><li>• 200 X Cool drinks glasses ( highball glasses)</li></ul>

Requirements

- Valid Tax Compliance Status Pin Issued
- A copy of Company Registration Certificate/ CK
- Certified copy/copies of company owner(s) ID Book(s). Not later than three (03) months.
- Certified copy of BBBEE Certificate or Affidavit (For Preferential Points). Not later than three (03) months
- Attach Proof of payment of Municipal Bill/ Rates accounts/ Formal Lease Agreement, Letter from the Traditional Authority for both entity and directors of the company
- A copy of CSD Summary Report

**NB: Service provider must submit their certified BBBEE verification from verification agency accredited by South African National Accreditation System (SANAS) or Sworn Affidavit.**

Quotations must be as follows:

1. Be signed by an authorized person of the supplier
2. Be on an original letter head of the company/enterprise
3. Be valid for a period of sixty (60) days from the closing date
4. clearly indicate the price charged vat inclusive
5. Be accompanied by fully completed MBD 6.1 and MBD 4 obtainable from the municipality or can be downloaded from municipal website [www.makhado.gov.za](http://www.makhado.gov.za).

Fully priced and signed quotations must be sealed in an envelope clearly marked quote number **“MAK49/2019”** & description’ **HIRING OF DECORATION: TRADITIONAL** and be deposited in the tender box at the foyer of the Civic Centre at the physical address reflected below by no later than **12H00 of 05 JUNE 2019**

Quotations received will be assessed in accordance with the Municipal Supply Chain Management Regulations, 2005 read with Council's Supply Chain Management Policy and 80/20 points scoring will be used. Preference points will be allocated according to BBEE rating.

**Please Note:**

1. No quotation by facsimile or by e-mail will be accepted.
2. Enquiries in this regard must be directed to **MRS MUDAU VALENCIA** at contact number: **3095** during office hours.
3. Council reserves the right not to accept lowest or any quotation or to accept part of a quotation only.
4. All Service Provider doing business with Makhado municipality are required to register on the CSD (**Central Supplier Database**)
5. Admin enquiries can be directed to **Ms T P Ntsieni or Ms L O Tshidavhu** at **015 519 3179/3171**

Civic Centre  
83 Krogh Street  
LOUIS TRICHARDT  
0920

**Notice no: 70/2019**  
**File no: 8/2/3**  
**MR N F TSHIVHENGWA**  
**MUNICIPAL MANAGER**