

# MAKHADO MUNICIPALITY

QUOTE NO. MAK42/2018

## RE-UPHOLSTERY OF OFFICE CHAIRS

All interested service providers are hereby invited to submit written quotations for the re-upholstery of office chairs

### SPECIFICATION

- Covering of 25 High back leather chairs: Black genuine leather upper and scratch protected industrial leather for the back
- Covering of 6 visitors, arm chairs black genuine leather material

### **NB:**

- Interested service provider/s must present sample of fabrics that will be used before any appointment be made
- The successful Service provider must be acting in the upholstery industry and of good repute.
- Interested service provider/s must present sample of fabrics that will be used before any appointment be made.
- The project must be completed within 30 days of it being awarded to the service provider.
- The price for re-upholstery must be lower than that of a new chair of the same quality than the existing chairs.
- The price should include collection and delivery of chairs of chairs at Makhado Civic Centre

### Requirements

- Valid Tax Clearance Certificate with 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 CSD Summary Report

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 an original valid SARS Tax Clearance Certificate.
6. 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 **“MAK42/2018”** & description **‘RE-UPHOLSTERY OF OFFICE CHAIRS** 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 18 May 2018**

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 BBBEE rating.

**Please Note:**

1. No quotation by facsimile or by e-mail will be accepted.
2. Enquiries in this regard must be directed to **Ms T E Shiringani** at contact number: **083 623 1912 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 TP Ntsieni** or **Mr M Ramabulana** at **015 519 3179/3024**

Civic Centre  
83 Krogh Street  
LOUIS TRICHARDT  
0920

**Notice no: 48/2018**  
**File no: 8/3/2/1**  
**MR N F TSHIVHENGWA**  
**MUNICIPAL MANAGER**