



**PART A: MBD1
GREATER TZANEEN MUNICIPALITY
GROTER TZANEEN MUNISIPALITEIT**

SUPPLY CHAIN MANAGEMENT UNIT

DEPARTMENT: CORPORATE SERVICES

QUOTE DESCRIPTION: THE APPOINTMENT OF THE SUITABLE SERVICE PROVIDERS FOR THE SUPPLY AND DELIVERY OF STRATEGIC SESSION CONFERENCE PACKAGE FOR CORPORATE SERVICES DEPARTMENT (MPAC)

QUOTE NO: SCMUQ 34/2023

Quotations are hereby invited from interested service providers for the Appointment of the suitable service providers for the supply and delivery of strategic session conference package for the corporate services Department (MPAC)

Interested bidders must attach proof of the following documents to avoid disqualification:

CSD report (not older than 3 months), certified copies of ID's for all directors of the company, statement of municipal rates and taxes for both company and directors appearing in the CK (not older than 3 months)/ letter from traditional authority not older than 3 months for the company and the directors/ copy of Lease Agreement with 3 Months proof of payment only (No statements), certified copies of Permission to occupy (PTO's) land for bidders residing in Tribal authority's areas of jurisdiction. valid tax pin or tax clearance, signed joint venture agreements in case of a joint venture companies. initial every page of the bid document; all MBD forms be completed in full.

Completed documents with attachments (supporting documents) must be wrapped in a sealed envelope and be deposited into Greater Tzaneen Municipality bid box, Civic Centre, Agatha Street, marked as Quote No: **SCMUQ 34/2023**, **postal address and contact details of the bidder.**

Document will be available at www.greatertzaneen.gov.za and Supply Chain Office from the date of advert.

Closing date: 01 NOVEMBER 2023@ 12:00 at Greater Tzaneen Municipality; Civic Centre; Council Chamber. Bidders must note that briefing session will Not take place.

EVALUATION OF QUOTATIONS

NB: 80/20 Preference point scoring system will apply, where 80 points will be allocated for price only and 20 for Specific goals points scored.

Bidders shall take note of the following bid conditions

- a) Greater Tzaneen Municipality Supply Chain Management Policy will apply on this bid.
- b) Specific goals will be used for preferential point system in terms of the Preferential Procurement Regulation 2022.
- c) Council reserves the right not to appoint.
- d) No bidder will be appointed if not registered on Central Supplier Database.
- e) Contract period of this quote is – once off procurement.
- f) Late, incomplete, unsigned, faxed, or emailed documents will not be accepted.

Technical enquiries should be directed to Ms M Sekopane @ 015 307 8146

Administrative enquiries must be directed to Ms. Z. Ramothwala @ 015 307 8199