

THE MSUNDUZI MUNICIPALITY

QUOTATION NOTICE

SPECIALISED QUOTATION No. Q 12/388 OF 18/19

SUPPLY AND DELIVERY OF PRE - CUT TRANSPARENT PLASTIC BOOK COVERS

The Msunduzi Municipality hereby invites suitably experienced tenderers to submit quotations for the above works. This contracts call for the supply and delivery of pre-cut transparent plastic book covers.

Quotation documents shall be available from the Supply Chain Management Unit Offices, 5th Floor, A. S. Chetty Centre, 333 Church Street, Pietermaritzburg, from **14h00** on **Tuesday, 05th February 2019**. A non-refundable tender fee in the amount **R 171.35** (Including VAT) per document shall be levied. Only cash or bank guaranteed cheques will be accepted. Tender documents can also be downloaded and printed at the tenderer's cost from the National Treasury e-Tender Publication Portal on www.etenders.gov.za

For any technical related enquiries, please contact Ms. P Parag (Library services) on direct Telephone No. 033 – 392 2627 or e-mail address pranisha.parag@msunduzi.gov.za. For any procurement related enquiries, please contact Mellissa Nero(Supply Chain Management Unit) on direct Telephone No. 033 – 392 3018 or e-mail address mellissa.nero@msunduzi.gov.za.

Sealed quotation endorsed on the envelope “**SPECIALISED QUOTATION No. Q12/388 OF 18/19**” must be placed in the Tender Box located in the Foyer, Ground Floor, City Hall, 169 Chief Albert Luthuli Street, Pietermaritzburg, not later than **12h00**, on **Tuesday, 12th February 2019**, when it will be publicly opened. Only quotations placed in the Tender Box shall be accepted.

The Validity period shall hold firm for ninety (90) days commencing from closing date of the quotation.

Tender Adjudication & Evaluation Criteria. The tender shall be evaluated on a Two Stage Evaluation System – Stage One: Functionality and Stage Two: 80/20 Preference Point System in accordance with the Preferential Procurement Regulations 2017, issued in terms of section 5 of the Preferential Procurement Policy Framework Act, Act No. 5 of 2000. The Functionality for Stage One shall be evaluated on the following criteria:-

The Msunduzi Municipality does not bind itself to accept the lowest or any quotation and reserves the right to accept the whole or any part of a quotation. Each Service Provider will be informed of the quotation result. The Msunduzi Municipality expects businesses within the Pietermaritzburg and Midlands Region to support its contract and BEE/SMME initiatives.

MRS. N NGCOBO: ACTING MUNICIPAL MANAGER