



RUSTENBURG LOCAL MUNICIPALITY

13 AUGUST 2019

**QU/DCS/0022/2019/20 – APPOINTMENT OF AN ACCREDITED/REGISTERED SERVICE PROVIDER TO PROVIDE AN EMPLOYEE ASSISTANT PROGRAMME (EAP) ON “AS AND WHEN NEEDED BASIS”**

***The quotation together with the completed forms must be submitted in a sealed quotation documents marked QU/DCS/0022/2019/20 – APPOINTMENT OF AN ACCREDITED/REGISTERED SERVICE PROVIDER TO PROVIDE AN EMPLOYEE ASSISTANT PROGRAMME (EAP) ON “AS AND WHEN NEEDED BASIS”***

and be placed in a bid box situated in the foyer of the Municipal Offices, Missionary Mpheni House, c/o Beyers Naude and Nelson Mandela Drive, Rustenburg Local Municipality 0300, **not later than 22 AUGUST 2019 at 10H00**, where after the prices will be read out loud in public and Compliance Checklist (Returnable) done at the same time.

The following conditions will apply:

- Price (s) quoted must be valid for at least ninety (90) days from date of your offer.
- Price (s) quoted must be firm and must be inclusive of VAT.
- **This quotation will be according to the PPPFA (2017) and for this purpose forms MBD 1, MBD 2, MBD 3, MBD 4, MBD 6.1, MBD 8, MBD 9 and Section 38 (Declaration Form) must be scrutinized, completed and submitted together with your quotation. Schedules/Forms not duly completed will result in a quotation not being considered.**
- All quotations will be evaluated in accordance with the 80/20-point system.
- No quotation will be considered from a person who is employed by the state.
- No quotation will be considered without a valid tax clearance certificate. Failure to do so will invalidate the quote submitted.
- All documents must be completed in full and be submitted with the official quotation.
- An updated record of rates, taxes and services to the relevant municipality of all directors and businesses must be attached. Failure to do so will invalidate the quote submitted.
- CK documents must be submitted. Failure to do so will invalidate the quotation submitted.
- Certified copy of Identity Document of members/ owners/ shareholders/ trustees/ partners must be submitted, failure to do so will invalidate the quotation.
- **Bidders are required to submit original and valid BBBEE Status Level Verification Certificates or Certified copies thereof together with their quotation document to substantiate their BBBEE rating claims**
- **Failure to submit the original or certified copy of the BBBEE Status Level Verification Certificates will lead to non-allocation of BBBEE Points**

Any enquiries can be directed to Ms. R Rakoma at (014) 590 3479

  
MR. MOSES SETSHOGOE  
UNIT MANAGER: OHS

  
MR S MAKHURA  
UNIT MANAGER: SCM