



RUSTENBURG LOCAL MUNICIPALITY

QUOTATION: QU/DCS/0016/2017/18 APPOINTMENT OF AN ACCREDITED/REGISTERED SERVICE PROVIDER TO PROVIDE AD HOC (AS AND WHEN) COUNSELLING SERVICES (EAP) FOR THE RUSTENBURG LOCAL MUNICIPALITY'S COUNCILLORS AND EMPLOYEES.

1. Quotations are hereby invite service providers who **ARE ACCREDITED/REGISTERED WITH THE PROFESSIONAL BODY FOR PROVISION OF EMPLOYEE WELL-BEING PROGRAM FOR RUSTENBURG LOCAL MUNICIPALITY'S COUNCILLORS AND EMPLOYEES.**
2. Quotation documents will be available from the 12th October 2017, from 10H00, First floor room 152 at Rustenburg Local Municipality, Missionary Mpheni House, Cnr Beyers Naude and Nelson Mandela Drive, Rustenburg.
3. The quotation together with the completed forms must be submitted in a sealed quotation documents marked **QUOTATION: QU/DCS/0016/2017/18 APPOINTMENT OF AN ACCREDITED/REGISTERED SERVICE PROVIDER TO PROVIDE AD HOC (AS WHEN) COUNSELLING SERVICES (EAP) FOR THE RUSTENBURG LOCAL MUNICIPALITY'S COUNCILLORS AND EMPLOYEES**, 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 20 October 2017, Tuesday at 09H00. Where after the prices will be read out loud in public and Compliance Checklist (Returnables) done at the same time.

The following conditions will apply:

- Price (s) quoted must be valid for at least thirty (30) days from date of your offer.
- Price (s) quoted must be firm and must be inclusive of VAT.
- A firm delivery period must be indicated.
- **This quotation will be according to the framework Act (No 5 of 2011) 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 certified 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 Mr M Setshogoe at 014-590 3028 / 3926


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DIRECTOR CORPORATE SUPPORT SERVICES
MR. F S SEGATLE


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CHIEF PROCUREMENT OFFICER
MR. P SEECO

11/10/2017
DASE