



HARRY GWALA DISTRICT MUNICIPALITY

“Together We Deliver and Grow”

OFFICE OF THE MUNICIPAL MANAGER

40 Main Street, Private Bag X501, IXOPO 3276

Tel: (039) 834 8707 Fax: (039) 834 1701

E-mail: jilin@harrygwalam.gov.za

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REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS SUPPLY AND ERECTION OF VIP MARQUEES FOR RURAL HORSE RIDING EVENT

Harry Gwala District Municipality request written price quotations from the experienced, qualified and reputable service providers to assist the municipality with provision of the following items for Kilmon Rural Horse Riding Event to be held on the 18 November 2017.

SPECIFICATION

VIP Seating

- 20m X 20m free standing marquee with front glass, white in colour, positioned 1/2 m from floor. **(Marquee must be clean)**
- 6 sets of modern 5 seater lounge suites (Black, red and white colours) with ottomans or modern coffee tables with Centre pieces
- 200 chairs with white chairs covers, 20 round tables with table cloths and centre pieces as well as 8 trestle tables with table cloths.
- Marquee must be fully draped in cream-white and earth colours with green carpet covering entire marquee.
- 45 Outdoor bar type steel chairs and 15 bar tables set and 8 outdoor umbrellas.
- Decoration of external viewing area-create a full garden and water fountain area covering 5 square meters.
- 2 X 20m red carpet.
- Lighting to be provided inside the tent.
- Provide own generator.
- Fire extinguisher must be provided inside the marquee.
- Lighting conductors to be provided.
- Engineers' marquee stability certificate to be provided.

Public Marquee

- 30M X 20M white free standing marquee. **(marquee must be clean)**
- 500 plastic chairs.
- 5 trestle tables.
- Engineer marquee stability certificate to be provided
- Lighting conductor to be provided.

Erecting of facilities must start on 15 November 2017 and completed no later than 16 November 2016

Invalid or non-submission of the following documents will lead to immediate disqualification of the tender:

- Valid tax clearance certificate or SARS pin
- Certified Copies of company or CC documents together with certified copies of members' IDs
- Company Profile
- Central Supplier database registration

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 (if applicable).
- A firm delivery period must be indicated.
- A signed MBD4 must be submitted with all bids (available on our website or at the reception)
- A certified or original Valid B-BBEE status level verification certificate must be attached to claim preference points.
- 80/20 Preference point system will apply when evaluating
- Your company must be registered on municipal database

CLOSING DATE

The closing date for the bidders is **on 07 November 2017 at 12h00**. Bids must be enclosed in **SEALED ENVELOPES** and clearly labelled with the **"Supply and Erection of VIP Marquees"** on the outside of the envelopes addressed to **The Municipal Manager**.

Bids must be deposited in the Bid Box at the reception area of Harry Gwala District Municipal, 40 Main Street, Ixopo, before the closing date and time. Telegraphic, telexed or faxed bids will not be considered and late bids will not be accepted.

Harry Gwala District Municipality does not bind itself to accept the lowest or any Bid and reserves the right to accept the whole or any part of the Bid.

BID ENQUIRIES

All tender enquiries and all other matters shall be directed to **Ms.N James** on 039 834 8700 during working hours

Mrs A.N. Dlamini

Municipal Manager