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|    | <b>BITOU MUNICIPALITY</b>  |  |  |                            |
|   | <b>NOTICE – REQUEST FOR QUOTATIONS</b>   |  |  |                            |
|   | <b>ADVERTISED ON:</b>  | <b>MUNICIPAL NOTICE BOARD; MUNICIPAL WEBSITE</b>   |  |                            |
|   | <b>NOTICE NO:</b>  | <b>23/2025</b>   | <b>QUOTATION NO:</b>   | <b>SCM/RFQ/2025/73/FIN</b> |
| <b>Quotations are hereby invited for:</b>   | <b>SUPPLY AND DELIVERY OF OFFICE FURNITURE AND EQUIPMENT FOR VARIOUS DIRECTORATES</b>  |  |  |                            |
| <b>PUBLISHED DATE:</b>  | <b>27 January 2025</b>   | <b>CLOSING DATE:</b>   | <b>07 February 2025</b>  |                            |
| <b>CLOSING TIME</b>   | No later than <b>12H00</b> . Quotations will be opened immediately thereafter, in public at the Bitou Municipality, Supply Chain Management, Shop 59, 2 <sup>nd</sup> Floor, Melville's Corner, C/o Main & Marine Drive, Plettenberg Bay |  |  |                            |
| <b>AVAILABILITY OF QUOTATION DOCUMENTS:</b>   |  |  |  |                            |
| <b>Quotation Documents will be available electronically free of charge from the following email address:</b><br><a href="mailto:scmtenders@plett.gov.za">scmtenders@plett.gov.za</a>  |  |  |  |                            |
| Printed copies of the Quotation Documents will be available as from 12h00 and thereafter, on weekdays from 07h30 until 16h30, at Bitou Municipality: Supply -Chain Management, Shop 59, 2nd Floor, Melville's Corner, C/o Main & Marine Drive, Plettenberg Bay, at a non-refundable fee, payable to a cashier at Bitou Municipality Shop 54, 2nd Floor, Melville's Corner, C/o Main & Marine Drive, Plettenberg Bay.  |  | Bitou Municipality is a public recipient and can therefore be selected on the list given by any of the banks. By selecting 'Bitou Municipality', the funds will be diverted to our new account with Standard bank. Proof of payment will be required upon collection of Bid documents. Quotation Number to be used as payment reference with name of payee |  |                            |
| <b>Date Available:</b>  | <b>27 January 2024</b>   | <b>Non-refundable Fee:</b>   | <b>R138.00</b>   |                            |
| <b>QUOTATION SUBMISSION RULES:</b>  |  |  |  |                            |
| 1. Quotations are to be completed in accordance with the conditions and Quotation rules contained in the Quotation document.<br>2. The Quotation Document & supporting documents must be placed in a sealed envelope and externally endorsed WITH: THE RFQ NUMBER; DESCRIPTION & CLOSING DATE OF THE QUOTATION.<br>3. Quotation Documents must be deposited in the Quotation Box, at the Supply Chain Management Division, Shop 59, 2 <sup>nd</sup> Floor, Melville's Corner, C/o Main & Marine Drive, Plettenberg Bay. The dimensions of the slot of the quotation box is: 5 cm x 30 cm and submissions may not exceed the thickness per envelope. .<br>4. The Bitou Municipality does not bind itself to accept the lowest or any Quotation and reserves the right to accept any Quotation, as it may deem expedient.<br>5. Suppliers who are not yet registered are required to register on the Municipality's Accredited Supplier Database (CSD). Application forms are obtainable from the website <a href="https://secure.csd.gov.za">https://secure.csd.gov.za</a> . |  |  |  |                            |
| <b>Quotation shall be evaluated in terms of the Bitou Municipality Preferential Procurement Policy</b>  |  | Suppliers may claim preference points in terms of the <b>80/20</b> .<br><br><b>Price</b> :80<br><b>Specific Goals: (20)</b><br>a) B-BBEE Status Level contributor :10<br>b) Promotion of Local Area Enterprises :10<br><b>Total Points</b> :100  |  |                            |
| <b>Preferential Procurement Policy - Local Procurement</b>  |  | <b>None</b>  |  |                            |
| <b>Preferential Procurement Regulations, 2022- Local Content Requirement</b>  |  | <b>None</b>  |  |                            |
| <b>Site Meeting/Information Session</b>   |  | <b>N/A</b>   | <b>Validity Period</b>   | <b>60 Days</b>             |
| <b>ANY ENQUIRIES REGARDING TECHNICAL INFORMATION MAY BE DIRECTED TO:</b>  |  | <b>ANY ENQUIRIES REGARDING THE QUOTING PROCEDURE MAY BE DIRECTED TO:</b>   |  |                            |
| <b>Division:</b>  | <b>Budget and Treasury Office</b>  | <b>Division:</b>   | <b>Supply Chain Management</b>                                       |                            |
| <b>Contact Person:</b>  | <b>Mr. C Payle</b>   | <b>Contact Person:</b>   | <b>Ms. BL Nteleza</b>  |                            |
| <b>Tel:</b>   | <b>e-mail Enquiries Only</b>   | <b>Tel:</b>  | <b>e-mail Enquiries Only</b>   |                            |
| <b>E-mail:</b>  | <a href="mailto:cpayle@plett.gov.za">cpayle@plett.gov.za</a>   | <b>E-mail:</b>   | <a href="mailto:scmtenders@plett.gov.za">scmtenders@plett.gov.za</a> |                            |