

	BITOU MUNICIPALITY		
	NOTICE – REQUEST FOR QUOTATIONS		
	ADVERTISED ON:	MUNICIPAL NOTICE BOARD; MUNICIPAL WEBSITE	
NOTICE NO:	426/2025	QUOTATION NO:	SCM/RFQ/2026/69/ENG
Quotations are hereby invited for:	SUPPLY AND DELIVERY OF WORKSHOP TOOLS FOR FLEET MANAGEMENT TEAM		
PUBLISHED DATE:	27 November 2025	CLOSING DATE:	05 December 2025
CLOSING TIME	No later than 12H00 . Quotations will be opened immediately thereafter, in public at the Bitou Municipality, Supply Chain Management, Shop 59, 2 nd Floor, Melville's Corner, C/o Main & Marine Drive, Plettenberg Bay		
AVAILABILITY OF QUOTATION DOCUMENTS:			
Quotation Documents will be available electronically free of charge from the following email address: scmtenders@plett.gov.za			
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	
Date Available:	27 December 2025	Non-refundable Fee:	R144.90
QUOTATION SUBMISSION RULES:			
<p>1. Quotations are to be completed in accordance with the conditions and Quotation rules contained in the Quotation document.</p> <p>2. The Quotation Document & supporting documents must be placed in a sealed envelope and externally endorsed WITH: THE QUOTATION NUMBER; DESCRIPTION & CLOSING DATE OF THE QUOTATION. A bidder must note that each bid submission placed in the tender box must not exceed 4.5 cm in width and 31.5 cm in length.</p> <p>3. Quotation Documents must be deposited in the Quotation Box, at the Supply Chain Management Division, Shop 59, 2nd 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. .</p> <p>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.</p> <p>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 https://secure.csd.gov.za.</p> <p>6. The Municipality reserves the right to evaluate and consider offers per unit rate, per section, or in total, as deemed most beneficial and providing the best value for money. Bidders are advised that all offers received will be evaluated based on the following criteria, Price, Preference (BBBEE status level of contributor), and Locality, in accordance with the provisions of the Preferential Procurement Regulations, 2022. The contract will be awarded to the highest scoring bidder in terms of the above evaluation criteria.</p>			
Quotation shall be evaluated in terms of the Bitou Municipality Preferential Procurement Policy		Suppliers may claim preference points in terms of the 80/20 .	
		Price :80 Specific Goals: (20) a) B-BBEE Status Level contributor :10 b) Promotion of Local Area Enterprises :10 Total Points :100	
Preferential Procurement Policy - Local Procurement		None	
Preferential Procurement Regulations, 2022- Local Content Requirement		None	
Site Meeting/Information Session		N/A	Validity Period 60 Days
ANY ENQUIRIES REGARDING TECHNICAL INFORMATION MAY BE DIRECTED TO:		ANY ENQUIRIES REGARDING THE QUOTING PROCEDURE MAY BE DIRECTED TO:	
Division:	FLEET MANAGEMENT	Division:	Supply Chain Management
Contact Person:	Mr M Sompani	Contact Person:	Ms. AP Melamane
Tel:	email Enquires Only	Tel:	e-mail Enquiries Only
E-mail:	msompani@plett.gov.za	E-mail:	scmtenders@plett.gov.za