

# **ENDUMENI MUNICIPALITY**

**QUOTATION NO: Q16/2017-18**

## **SUPPLY OF PROMOTIONAL MATERIALS**


INTERESTED REGISTERED SUPPLIERS ARE INVITED TO SUBMIT FORMAL WRITTEN QUOTATIONS ON THE FOLLOWING:

1. No quotation that was submitted late will be considered.
2. No quotations sent or submitted by facsimile, telex, telegram or electronic mail will be accepted.
3. The procurement process will be in terms of the Endumeni Supply Chain Management policy as approved by Council
4. The Municipality is not obliged to accept the lowest or any quotation.
5. As per section 38(d) (i) & (ii) of Endumeni Municipality's Supply Chain Management Policy, bidders or any of its directors who are in arrears with their rates and taxes for more than three months or who have failed to perform satisfactorily on a previous contract in the last five years, will not be considered.
6. The supplier, as reference, is required to provide the company profile about the services that had been rendered by the same company to different institutions.
7. Documents for formal written quotation will be available from the **Finance Department – Mr. V. G. Sonpal (Sunil) or Ms. P. Khumalo (Phume) Ms. F. Dlamuka (Fike)** Room 12, Civic Centre, 64 Victoria Street, Dundee from **7h30 to 15h30**, upon payment of a non – refundable deposit of R100.00 per set of documents until Monday 14 August 2017.

For further details/enquiries regarding this project, you are welcome to contact **Ms. S. Gumede (Stha)** – at Endumeni Municipality on 034 – 2122121 Ext 2213.

Sealed quotations outwardly marked "**Quotation Number: Q16/2017-18, SUPPLY PROMOTIONAL MATERIALS**"

should be deposited into the quotation box on or before **14h00, Thursday, 17 August 2017** at Endumeni Municipal Offices, Civic Centre, 64 Victoria Street, Dundee, for the attention of the undersigned. All quotations will be entered into a register and opened in public.

  
**Mr T.P. Biyela**  
**Municipal Manager**  
**Endumeni Municipality**  
**Private Bag 2024**  
**Dundee**  
**3000**

Notice No: 116/2017

**11 August 2017**