

**INVITATION TO QUOTATION**

**TENDER NUMBER** : 8/2/2/510  
**PUBLISHED DATE** : 04 /10/2023  
**DEPARTMENT** : CORPORATE SERVICE

**APPOINTMENT OF THE SERVICE PROVIDER FOR GRAPHIC DESIGNING.**

Abaqulusi Municipality invites service provider to submit a bid for an Appointment of the Service Provider for Graphic Designing.

Suppliers will get Tender documents on e-tender portal ([www.e-tenders .treasury .gov.za](http://www.e-tenders.treasury.gov.za)) as from the 06 October 2023.

Acceptable tender will be initially evaluated base on price on the basis of 80 points financial offer and 20 points for Specific Goals. After the closing date the Tender will be valid for 90 days.

Bids are to be completed in accordance with the conditions and bid rules contain in the Tender document and supporting documents must be placed in a sealed envelope and clearly marked "(**APPOINTMENT OF THE SERVICE PROVIDER FOR GRAPHIC DESIGNING**).", must be deposited in the tender box at ground floor, Abaqulusi Local Municipality, corner of high and Mark street Vryheid 3100 by not later than **26 October 2023, at 12h00.**

The municipality does not bind itself to accept the lowest or any bid, and reserves the right to accept any bid or part thereof.

**CONDITIONS:**

No awards will be made to a person:

- ❖ Who is not registered on the Central Supplier Data base
- ❖ Who is in the service of the state
- ❖ If that person is not a natural person, of which any director, manager, principal shareholder or stakeholder is a person in the service of the state , and / or
- ❖ Who is an advisor or consultant contracted with the Municipality or municipal entity
- ❖ Service Providers should be on Municipal Data Base if not please collect data base forms at SCM Office or down load them from Municipal website ([www.abaqulusi.gov.za](http://www.abaqulusi.gov.za)) and submit them with your proposal document.

The Municipality reserves the right to withdraw any invitation to quote and / or to re- advertise or to reject any quote or to accept a part of it. The municipality does not bind itself to accept the lowest quotation or ward a contract to the bidder scoring the highest number of points.

**MINIMUM REQUIREMENTS**

The following documents have to be attached:

- ❖ Central Supplier Data base registration report ( Detailed )
- ❖ Valid copy of company registration document
- ❖ Specific Goals will be applicable.
- ❖ Fully Completed all the MBD'S on the tender document
- ❖ Fully completed quotation document ( bidder will be disqualified for incomplete document)
- ❖ Late quotations will not be accepted,
- ❖ This bid will be valid for a period of 90 days after the closing date
- ❖ This bid must only submitted on the documentation provided by Abaqulusi Municipality ( Original document)
- ❖ An original current account in terms of water and electricity / rates and taxes obtainable from your local municipality must be submitted or lease agreement
- ❖ Certified copies of identity documents of directors and owners of the company must be submitted
- ❖ Failure to comply with these minimum requirements will result in immediate disqualification of the bid.

For more information please contact Supply Chain Management office on 034 9822133 Ext. 2284.



**Z.G DHLAMINI**  
**MUNICIPAL MANAGER**

To be advertised at Municipal Website and Notice Boards with Notice Number: **27 / 2023.**