



PORT ST JOHNS
MUNICIPALITY
OUR HERITAGE OUR PEOPLE

RE – ADVERTISEMENT REQUEST FOR QUOTATIONS

DATE	PERSON DEALING WITH THE MATTER	REFERENCE	CLOSING DATE & TIME
16 March 2023	Mrs.N Baleni - Gxumisa 079 890 4517	PSJLM-2022/23 Ref 28	27 – 03 - 2023 @11:00 AM

Supply and delivery of Hydraulic Oil and Two Stroke Oil

All the items needed are listed in the attached schedule and Envelopes must be clearly marked **Supply and delivery of Hydraulic Oil and Two Stroke Oil**

Completed Quotations must be placed in the bid box situated at Erf 257, Main Street, P.O. Box 2, Port St. Johns, 5120 (Municipal Offices) at the reception area not later than **27 March 2023 at 11h00 AM**.

The following conditions will apply:

- Price(s) quoted must be valid for at least thirty (30) days from date we receive your offer.
- Price(s) quoted must be firm and must be inclusive of VAT.
- A firm delivery period must be indicated.
- This quotation will be evaluated in terms of the 80/20 preference point system as prescribed in the Preferential Procurement Regulations, where 20 points will be for a specific goal and 80 points will be for price.
- The Port St. Johns Local Municipality Supply Chain Management Policy will apply.
- The Port St. Johns Local Municipality does not bind itself to accept the lowest quotation or any other quotation and reserves the right to accept the whole or part of the quotation.
- Quotations which are late, incomplete, unsigned or submitted by facsimile or electronically, will not be accepted.
- Attach a detailed Central Supplier Database report and **Fill in New MBD 1, MBD 4, MBD 6.1, MBD 7.2, MBD 8, MBD9 and must be submitted with the quotation (obtainable on Municipal Website)**
- Attach Rates clearance statement of a company or its directors which is not older than 90 days obtained from your respective Municipality or valid signed lease agreement by both parties Lessee and Lessor. If exempted, please attach letter of exemption from your respective Municipality's revenue office to prove that the bidder as per the Municipality's valuation roll does not own any property which is not older than 90 days
- Attach Compliance Tax Pin for verification on SARS website

Failure to comply with these conditions will invalidate your offer.

Evaluation Criteria for this procurement will be as follows:

Price = 80
Disabled people and Rural = 20



Disabled people = 10 (Attach ID and Central Supplier Database Report to attain points)
Rural = 10 (Attach Letter of Ward Councillor from bidders respective municipality to attain points and this will also be verified on CSD report as well)

Pre – requisite for Bidders to be evaluated for Functionality Assessment

Bidders must attach Bank Guarantee - Bank rating letter which is stamped and signed it must be on the letter head of the bank with bank rating from A – G OR Attach letter from Accredited Registered Financial Institutions assisting SMME's with Finances the letter must be signed and stamped. (Failure to attach will lead to disqualification)

SPECIFICATION

QUANTITY	DESCRIPTION
02	210 litres of Hydraulic oil
01	400 litres of Hydraulic oil
200	1 litre of two-stroke oil (red) for grass cutters

Enquiries regarding the specification of these items kindly call Ms R. Tshingana 082 303 3561

ISSUED BY



MR M. FIHLANI
MUNICIPAL MANAGER

DATE

