



**NQUTHU MUNICIPALITY
SUPPLY CHAIN MANAGEMENT
NOTICE OF INVITATION**

INVITATION TO QUOTE

Quotation Description	<p>SERVICE PROVIDER TO SUPPLY AND DELIVER. SPECIFICATION 2025 DIARIES</p> <ol style="list-style-type: none">1. A5 DIARIES<ul style="list-style-type: none">➤ Size: A5 diaries 2 tone stich with silver foil➤ Quantity: 1502. A4 DIARIES<ul style="list-style-type: none">➤ Size: A4 diaries 2 tone 2 stich with silver foil➤ Quantity: 6503. PERSONALISED DIARIES A4<ul style="list-style-type: none">➤ Size: A4 diaries 2 tone 2 stich with gold foil, name , surname and designation.➤ Quantity: 904. SLIMLINE DIARIES<ul style="list-style-type: none">➤ Size: pocket size➤ Quantity: 50 <p>NB: The service provider would be provided with Artwork for design. NB: Sample will be required before awarding.</p>
Quotation Number	SCM/202/24-25
Invitation Date	29 October 2024
Closing Date and time	05 November 2024 12:00 PM
SCM Enquiries	M M KHOZA 087 260 6184

Where quotation can be collected	NQUTHU MUNICIPALITY RECEPTION AREA NQUTHU MUNICIPALITY WEBSITE
Where Quotation should be delivered	QUOTATION BOX AT THE RECEPTION AREA IN LOT83/2 MDLALOSE STREET OR e-mail to mmkhoza@nquthu.gov.za

TERMS AND CONDITIONS

- Price(s) quoted must be valid for at least thirty (30) days from date of your offer.
- Price(s) quoted must be firm and must be inclusive of VAT.
- A firm delivery period must be indicated.
- Bidders must be registered in the Municipal Suppliers Database or CSD.
- Bidders must complete all supplementary and compulsory MBD forms enclosed in this RFQ.
- The municipality reserve the right to do due diligence on the quotations.
- The municipality reserve the right to benchmark prices quoted.
- The lowest acceptable price will score 80 points: price, and 20 points for specific goals.
- All price quotations that have a rand value of R1.00 to R50 000 000.00 including VAT, will be evaluated by applying the 80/20 principle as Prescribed by the Preferential Procurement Policy Framework Act of 2022.

NQUTHU MUNICIPALITY SPECIFIC GOALS PREFERENCE POINT SUMMARY

The Nquthu Municipality SCM Policy in respect of specific goals include contracting with persons, or categories of persons, historically disadvantaged by unfair discrimination on the basis of race, gender and disability including the implementation of programmes of the Reconstruction and Development Programme

20 points specific goals scores – Points breakdown and verification criteria

Specific goals	Points (80/20)	Verification
100% Black ownership (African, Indian, coloured)	10	CSD
Enterprise located within KZN	10	Utility, Proof of res, CSD

