DR.AB. XUMA LOCAL MUNICIPALITY

REQUEST FOR QUOTATION

DESCRIPTION: **SUPPLY AND DELIVERY OF LIS LIBRARY WEEK PRIZES**
BID NUMBER: **DR. ABXLM- RFQ /34/2025/26**
ADVERT DATE:**23 FEBRUARY 2026**
CLOSING DATE:**03 MARCH 2026**

Dr AB Xuma Local Municipality hereby invites bids from a potential service provider for the above mentioned tender.

the closing date of the tender. Enquiries pertaining to the completion of the documents can be addressed to Mr. S. Mbilane – Supply Chain Manager on telephone (047) 548 5628 or mbilanes@drabxumalm.gov.za /mbilanedrabxuma@gmail.com

Bid documents containing details and requirements will be available from the **Budget and Treasury Office, Revenue Section, 58 Union Street, Dr. AB Xuma Local municipality** upon payment of a **non-refundable** fee of **R150.00** for each document, tender document will be available from the **23 February 2026.**

All offers shall be placed in a sealed envelope clearly marked and deposited in the Tender Box situated at Engcobo Town hall, 58 Union Street, Dr AB Xuma Local Municipality, Engcobo 5050 not later than **12:00 pm on the 03 March 2026** when tenders will be opened in public in the Municipal Town Hall. Bids which are late, incomplete, unsigned or submitted by facsimile or electronically, will not be accepted. The Municipality reserves the right not to accept the only or lowest tender or any tender at all, or to accept the whole or part of any tender.

MANDATORY DOCUMENTS TO BE SUBMITTED:

- The statement of municipal account that is not older than three months or a valid Lease agreement OR affidavit from SAPS stating that the bidder is not obliged to pay municipal rates with a confirming letter from ward council stating that the Bidder hold an office in that particular ward. If the bidder operates from home; the owner of the property must write a confirmation letter confirming that the bidder does not have lease agreement and does not pay municipal rates. Together with the confirmation letter the owner of the property must attach certified ID copy.
- It is compulsory to fully complete and sign the Form of Offer
- Bidders must submit proof of registration with Central Supplier Database (full report)
- Certified ID copy for company director/s to be submitted.
- It is compulsory to fully complete and sign MBD 4, 8 and 9 declaration forms.
- The 80/20-point system and functionality will apply.
- Failure to meet the minimum specified requirements will result in the tender being considered non – responsive.
- NB: No bids will be considered from persons in the service of the state (as defined in the Municipal SCM Regulations).

- All bids to be addressed to the Municipal Manager.

EVALUATION CRITERIA

The bids will be evaluated on the 80/20 preferential points system

A maximum of 20 points will be allocated for specific goals provided that the lowest acceptable bid scores 80 points

Specific Goals:

NO	SPECIFIC GOALS	MAXIMUM POINTS
1	50% and above black ownership	10
2	50% and above youth	4
3	50% and above woman	4
4	50% and above disability	2
5	Total points	20

MR.K.L. MULAUDZI
MUNICIPAL MANAGER