



**REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS FOR  
ORDERS ABOVE R30 000.00 BUT LESS THAN R200 000.00**

**REFERENCE NO. UTDM/SCM/009/2021**

**REQUEST FOR AN ACCREDITED LABORATORY SERVICES TEST  
FOR UTHUKELA DISTRICT MUNICIPALITY**

**20 SEPTEMBER 2021**

UThukela District Municipality is hereby invites quotations from qualified and experienced service provider/s for the following:

Item No.	Specifications	Quantity
1	Request of laboratory services for analysing of water, food, oil. <ul style="list-style-type: none"> <li>• Cholera moore pads sampling for both</li> <li>• Chemical, Bacteriologa and analysis</li> <li>• It must be an accreditat laboratory</li> <li>• Be able to test the presence of</li> <li>• Toxins in food products</li> <li>• Typhoid in milk</li> </ul>	1
	<b>SPECIAL CONDITIONS:</b> <ol style="list-style-type: none"> <li>1. Suppliers are to adhere strictly to the specifications given.</li> <li>2. Not adhering to the specifications, will result in the quotation not being considered.</li> <li>3. Service must commence within 7 days of receiving official order</li> <li>4. Bidders <b>must</b> provide a list of similar projects undertaken for other Municipalities.</li> <li>5. Faxed or e-mailed quotations will not be accepted.</li> </ol>	

## **GENERAL CONDITIONS**

**Quotations must be submitted using the official quotation form obtainable from the Supply Chain Management Unit office (Procurement) Room 51.**

- 1. Sealed quotations outwardly marked: Ref. No. UTDM/SCM/009/2021: Request for an accredited Laboratory Services for UThukela District Municipality must be addressed to the **Municipal Manager** and placed in the Tender Box, 36 Lyell Street, Ladysmith, **not later than 12H00 on Tuesday 28 September 2021.****
- 2. MBD1, MBD4, MBD6.1, MBD6.2, MBD6.11 and MBD8 forms must be filled in and submitted together with the quotation.**
- 3. All Quotations will be evaluated on a point system in accordance with the provisions of the **Preferential Procurement Policy Framework Act No. 5 of 2000 and the revised PREFERENTIAL PROCUREMENT REGULATIONS, 2017.****
- 4. In terms of Regulation 6, the **80/20 preference point system will be applicable**, with 80 points for Price and 20 Points for B-BBEE Status Level of Contribution.**
- 5. Prices quoted must include value added tax, delivery charges and off-loading to the municipal premises.**
- 6. Any quote will not necessary be accepted and the Council Reserves the Right to Accept the whole or any Part of Any quote.**
- 7. Certified Copy of Sanas: B-BBEE Certificated or Proof of Exemption must be included in the Bid document.**
- 8. A valid original Tax clearance certificate must be submitted together with the document.**
- 9. Prices altered by means of correction fluid will not be considered**
- 10. Preference will be given to Database Suppliers**
- 11. A current (30 days) Business and or Business Residential municipal account for all services must be included in the bid document, even outside the UThukela District Municipal boundaries. In case of leasing, the lease agreement must be submitted, indicating who is responsible for water, electricity & rates.**



**12. Proof of registration**, on the central supplier database for government.

**13. Local Production and Content:**

**9.(1) An organ of state must, in the case of designated sectors, where in the award of tenders local production and content is of critical importance, advertise such tenders with a specific tendering condition that only locally produced goods, services or work or locally manufactured goods, with stipulated minimum threshold for local production and content will be considered.**

Enquiries may be directed to: Gugu Mazibuko

Tell: 076 480 2131

Checked by: Lwazi Ngwenya



**M SITHOLE**  
**MUNICIPAL MANAGER**

UTHUKELA DISTRICT MUNICIPALITY



**INVITATION FOR QUOTATIONS FOR ORDERS  
ABOVE R30 000.00 BUT LESS THAN R200 000.00**

**REFERENCE NO. UTD/SCM/009/2021**

**REQUEST FOR AN ACCREDITED LABORATORY SERVICES FOR  
UTHUKELA DISTRICT MUNICIPALITY**

**SUPPLIER:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_ **TEL NO:** \_\_\_\_\_

\_\_\_\_\_ **CELL NO:** \_\_\_\_\_

\_\_\_\_\_ **FAX NO:** \_\_\_\_\_

**PREPARED FOR:**

UTHUKELA DISTRICT MUNICIPALITY

P O BOX 116

LADYSMITH

3370

**Compile Date: 20 September 2021**

**Quotations are hereby invited from suitable service provider to quote for the following:**

**Directorate: OHS Senior Manager**

**Contact Person: GPP Mazibuko**

**Tell: 072 483 4458**

**SPECIAL CONDITIONS:**

1. Suppliers are to adhere strictly to the specifications given.
2. Not adhering to the specifications, will result in the quotation not being considered.
3. Faxed or e-mailed quotations will not be accepted.

<b>Item No.</b>	<b>Specifications</b>	<b>Quantity</b>	<b>Unit Price R</b>	<b>Total Price R</b>
<b>1.</b>	Request of laboratory services for analysing of water, food, oil <ul style="list-style-type: none"><li>• Cholera moore pads samplings for both</li><li>• Chemical, Bacteriologa and analysis</li><li>• It must be an accredited laboratory</li><li>• Be able to test the presence of<ol style="list-style-type: none"><li>1. Toxins in food products</li><li>2. Typhoid in milk</li></ol></li></ul>	<b>01</b>		
<b>SUB TOTAL</b>			<b>R</b>	
<b>15 % VAT AMOUNT</b>			<b>R</b>	
<b>TOTAL AMOUNT</b>			<b>R</b>	

Company Stamp

**PART A  
INVITATION TO BID**

<b>YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF MUNICIPALITY/ MUNICIPAL ENTITY)</b>					
<b>BID NUMBER:</b>	SCM/009/2021	<b>CLOSING DATE:</b>	28/09/2021	<b>CLOSING TIME:</b>	12:00
<b>DESCRIPTION</b>	REQUEST FOR AN ACCREDITED LABORATORY SERVICES FOR UTHUKELA DISTRICT MUNICIPALITY <b>THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).</b>				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
P.O. BOX 116					
LADYSMITH					
3370					
OR					
36 LYELL STREET					
LADYSMITH					
3370					
<b>SUPPLIER INFORMATION</b>					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
TAX COMPLIANCE STATUS	TCS PIN:		OR	CSD No:	
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE (TICK APPLICABLE BOX)	<input type="checkbox"/> Yes <input type="checkbox"/> No	B-BBEE STATUS LEVEL SWORN AFFIDAVIT		<input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES &amp; QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]</b>					
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No  (IF YES ENCLOSE PROOF)	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?		<input type="checkbox"/> Yes <input type="checkbox"/> No  (IF YES, ANSWER PART B:3 ]	
TOTAL NUMBER OF ITEMS OFFERED			TOTAL BID PRICE	R	
SIGNATURE OF BIDDER			DATE		
CAPACITY UNDER WHICH THIS BID IS SIGNED					
<b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:</b>			<b>TECHNICAL INFORMATION MAY BE DIRECTED TO:</b>		
DEPARTMENT			CONTACT PERSON		
CONTACT PERSON			TELEPHONE NUMBER		
TELEPHONE NUMBER			FACSIMILE NUMBER		
FACSIMILE NUMBER			E-MAIL ADDRESS		
E-MAIL ADDRESS					

**PART B  
TERMS AND CONDITIONS FOR BIDDING**

<b>1. BID SUBMISSION:</b>	
1.1.	BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2.	ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED-(NOT TO BE RE-TYPED) OR ONLINE
1.3.	THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
<b>2. TAX COMPLIANCE REQUIREMENTS</b>	
2.1	BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2	BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3	APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.
2.4	FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3.
2.5	BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.6	IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.7	WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
<b>3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS</b>	
3.1.	IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? <span style="float:right"><input type="checkbox"/> YES <input type="checkbox"/> NO</span>
3.2.	DOES THE ENTITY HAVE A BRANCH IN THE RSA? <span style="float:right"><input type="checkbox"/> YES <input type="checkbox"/> NO</span>
3.3.	DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? <span style="float:right"><input type="checkbox"/> YES <input type="checkbox"/> NO</span>
3.4.	DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? <span style="float:right"><input type="checkbox"/> YES <input type="checkbox"/> NO</span>
3.5.	IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? <span style="float:right"><input type="checkbox"/> YES <input type="checkbox"/> NO</span>
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.	

NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.  
NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE.

SIGNATURE OF BIDDER: .....

CAPACITY UNDER WHICH THIS BID IS SIGNED: .....

DATE: .....