

**MATATIELE LOCAL MUNICIPALITY
REQUEST FOR QUOTATIONS**

ADVERTISED ON:		MUNICIPAL NOTICE BOARD, MUNICIPAL WEBSITE.	
TENDER DESCRIPTION		NOTICE NO.	
THE DESIGN, PRODUCTION AND SUPPLY OF BRANDING MATERIALS FOR MATATIELE LOCAL MUNICIPALITY		2025/2026-71	
PUBLISHED DATE:	11/12/2025	CLOSING DATE:	18/12/2025
CLOSING TIME:	10h00: Tenders will be opened immediately thereafter, in public at Matatiele Local Municipality Mountain View BTO Offices R56		
AVAILABILITY OF TENDER DOCUMENTS			
Bid Documents will be available on Municipal Website as from 12 December 2025			
TENDER SUBMISSION RULES:			
• Tenders must be completed in accordance with the tender conditions and tender rules contained in the tender document. • The tender document and compulsory attachments/supporting documents must be placed in a sealed envelope and externally endorsed with: Tender Number; Description and Closing Date of the Tender. • Tender documents must only be submitted on the tender document issued by Matatiele Local Municipality • Tender documents must be completed in black ink only and do not re-type the document when filling it.			
MANDATORY DOCUMENTS- FAILURE TO SUBMIT ANYONE OF THEM WILL INVALIDATE YOUR TENDER OFFER.			
• Proof of Central Supplier Database (CSD) registration- report printed • Complete MBD 3.3, 4, 6.1,8 & 9 Forms in full as attached in tender document • Ethics Commitment Form • Authority to sign Form Prices quoted must be firm and must be inclusive of <u>VAT</u> • Joint Ventures Agreement signed by all parties involved.			
•Tenders will be evaluated in terms of Matatiele Local Municipality Supply Chain Management •Policy Preferential Procurement Policy Framework Act No.5 of 2000 •Section 217 of the Constitution Act No 108 of 1996			

Where Nature, Agriculture, Tourism are Investments of Choice.

Electrical Services: 039 522 9100 Prepaid Sales: 039 522 9122 Finance Office: 039 287 3000 Disaster and Fire: 039 287 3135
Police (SAPS): 039 287 3135 Water: 039 522 9136 Ambulance: 10111 Traffic: 039 522 9136



EVALUATION CRITERIA

The Bids will be evaluated based on the Preferential Procurement Policy Framework Act is 80/20 in line with the Preferential Procurement Policy Framework Act (PPPFA) of November 2022

80/20 Evaluation Criteria

Preferential Goals	80/20	Documents required for verification
Maximum Points	20	
Goal 1- Ownership (Historically Disadvantaged Individuals-HDI)	6	ID Copy of the owner/director and CSD
Goal 2- Youth Ownership 14-35 Years (MLM Enterprises)	6	CSD, • Proof of municipal accounts or •Proof of residence signed by ward councillor or •Affidavit
Goal 3- Women Ownership	4	ID Copy of the owner/director and CSD
Goal 4-Disability Ownership	2	ID Copy of the owner/director and CSD
Goal 5-Rural Enterprises	2	CSD, • Proof of municipal accounts or •Proof of residence signed by ward councillor or •Affidavit
Tender Price	80	
TOTAL	100 POINTS	

TENDER ENQUIRIES

All SCM enquiries relating to this bid must be directed to Ms M. Sabasaba, e-mail: MSabasaba@matatiele.gov.za during office hours (07h30 – 16h00) weekdays. All Technical enquiries relating to this bid must be directed to Mr N. Masumpa, e-mail: NMasumpa@matatiele.gov.za during office hours

TENDER DISCLAIMER

The Matatiele Local Municipality reserves the right not to appoint a contractor on highest points scored. Value for money, past experience and functionality will be the key determinants of appointment. *The Municipality will not make any award to a person or persons working for the state or failing to possess relevant credentials as stipulated in the tender requirements.*

Bidders are warned not to accept any person who requests any amount for award for this bid, it is a scam and fraud, that person must be reported to the nearest police station.



Mr L.Matiwane
Municipal Manager

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Electrical Services: 011 422 1070 | Proposal Sales: 011 422 1122 | Finance Office: 011 422 1140 | Disaster and Emergency: 011 422 1141
Police (SAPS): 011 422 1141 | Water: 011 422 1141 | Ambulance: 011 422 1141 | Traffic: 011 422 1141

