

Bela-Bela Local Municipality

58 Chris Hani Drive, Bela-Bela, Limpopo

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Website: www.belabela.gov.za

Office of the Budget and Treasury

REQUEST FOR FORMAL WRITTEN QUOTATION: CONFERENCE VENUE AND ACCOMODATION FOR STRATEGIC PLANNING SESSION

Kindly furnish a written quotation for the following:


A Strategic Planning Session is envisaged to be held on the 13-17 February 2017, and the prospective service provider should undertake to provide the following:

- Accommodation of 48 persons single rooms for 4 nights.
- Conferencing facility made of conference venue + 1 breakaway room all furnished with Over-head Projectors and sound system
- Conference room arranged into dual shaped setting
- Provision of water and other incidental services throughout the conference
- Catering: Breakfast (Day 2-5), Lunch (5 days) Dinner (Day 1-4) Mid-Morning Tea (Day 1-5) and Afternoon Tea (Day 1-4).

The quotations can be delivered by hand, by not later than 12.00 on the 08 February 2017 to: Supply Chain Management Unit, 58 Chris Hani Drive, Bela- Bela: Fax: (014 736 3288; Tel no: 014 736 8000

The following conditions will apply:

- Price(s) quoted must be valid for at least thirty (30) days from date of your offer
- This quotation will be evaluated in terms of the 80/20 preference system as prescribed in the preferential Procurement Policy Framework Act (no 5 of 2000)
- The successful bidder will be the one scoring the highest points
- Bidders are required to complete MBD 4, obtainable from the SCM office.
- Proof of CSD Registration, SARS Tax Clearance Certificate Verification Code and BBBEE Certificate only for preference points
- No sub-contracting of services will be allowed.

PP: 
MR M M MALULEKA
MUNICIPAL MANAGER

