



# higher education & training

Department:  
Higher Education and Training  
REPUBLIC OF SOUTH AFRICA

Ingwe TVET College



Skill the nation and let everyone prosper

P.O. Box 92491 Mt Frere 5090 Tel: 039 255 0346 /1210/1211

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Enquiries: S. Ngodwana

E-mail Address: [sngodwana@ingwecollege.edu.za](mailto:sngodwana@ingwecollege.edu.za)

Tel: 039 940 2142 Ext 121

Dear Sir / Madam

## REQUEST FOR FORMAL WRITTEN QUOTATION

Kindly furnish me with a written quotation for the provision of services as detailed in the enclosed specification.

The quotation must be submitted on the letterhead of your business and **must** be hand delivered (**ONLY**) before **12H00pm** on the **11 June 2018** at **Ingwe TVET College, Administration Offices, Mount Frere** where the quotations will be opened in public. For more enquiries:

**Technical Enquiries : Mr O Hanise**  
**Tel : 039 940 2142**  
**Finance Enquiries : Ms. N Futshane**  
**Tel : 039 940 2142**

## ***SUPPLY AND DELIVERY OF PURIFIED WATER FOR 3 MONTHS IN NGQUNGQUSHE CAMPUS: BID NUMBER:INGWE/070/2018***

**The following mandatory documents must be submitted with the quotation and failure to submit will lead to the bids being declared non-responsive:**

- 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 valid Tax Clearance certificate or SARS TAX Compliance status with PIN.
- Certified copies of Company Registration certificate.
- Certified ID Copies of company owners.
- B-BBEE certificate copy or swarm affidavit.
- 80/20 preferential procurement point system will be applied.
- Firm Delivery Period must be indicated.
- **NB: The following forms (SBD forms) should be attached with every bid/RFQ submitted:**
  - o **Completed SBD 4**
  - o **SBD 8 and**
  - o **SBD 9 on request from Supply Chain Office**
- Bidders should be in a position to provide certificate of compliance after the completion of work.
- A successful bidder is required to submit original tax clearance certificate,
- A statement of Municipal Account that is not older than 3 (three) month or Lease Agreement or Affidavit from SAPS stating that the bidder is not obliged to pay municipal rates or a letter from a ward councilor.
- Proof of registration for CSD (Central Supplier Database)

**NB: No quotations will be considered from persons in the service of the state<sup>i</sup>**

**BIDDERS SHOULD TAKE NOTE OF THE FOLLOWING BID CONDITIONS:**

- Ingwe TVET College Supply Chain Management Policy will apply;
- Ingwe TVET College does not bind itself to accept the lowest bid or any other bid and reserves the right to accept the whole or part of the bid;

- Bids which are late, incomplete, unsigned or submitted by facsimile or electronically, will not be accepted.
- Bidders will be required to register as a supplier/service provider on the Ingwe TVET College Supplier/Service Provider Database, if not already registered.

Failure to comply with these conditions may invalidate your offer.

Yours faithfully

SIGNATURE

DATE 04/06/2018

**SPECIFICATION (ATTACHED)**

**NB: QUOTATION SHOULD BE SUBMITTED BASED ON RATES PER LITRE ONLY**

**EVALUATION CRITERIA**

The 80/ 20 preferential procurement point system will be applied as the project is estimated to be more than **R30 000.00**

- Price - 80 point
- B-BEE status level of Contribution - 20 points

**BBBEE Points Breakdown:**

LEVEL	POINTS AWARDED
1	20
2	18
3	16
4	12
5	8
6	6
7	4
8	2
<b>Non - compliant</b>	<b>0</b>

**DELIVERY ADDRESS:**

INGWE TVET COLLEGE  
 ADMINISTRATION OFFICES  
 BADIBANISE LOCATION A/A  
 MOUNT FRERE  
 5090

Published on: 04 June 2018



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## SPECIFICATION FOR PURIFIED WATER FOR NGQUNGQUSHE CAMPUS

Item	Description	Unit	Qty.	Rate
1.	Supply, delivery and pump purified water to the existing overhead tanks.  Water is expected to be delivered whenever it is needed for a period of 03 months.  <b>NB: a proof that water is purified must be submitted (a receipt from the municipality )</b>	Liters	20 000L per delivery	

Signed:   
Facilities & Maintenance  
Date: 30/05/2018

