



## MERAFONG CITY LOCAL MUNICIPALITY

03 HALITE, CARLETONVILLE, 2499 - TEL (018) 788 9755 FAX: (086)  
499 7515

For Bid Document Enquiry: S Ndolela 018 788 9692 E-Mail:  
[sndolela@merafong.gov.za](mailto:sndolela@merafong.gov.za)

### QUOTATION NOTICE

BID NO.	DESCRIPTION	DOCUMENT AVAILABILITY	CLOSING DATE	ENQUIRIES
C00(LIS) 10/11/2526	APPOINTMENT OF A SERVICE PROVIDER FOR THE SUPPLY AND DELIVERY OF STATIONARY FOR LIBRARIES	14 NOVEMBER 2025	26/11/2025 @ 10H00 @ SCM Unit	Ms. R Aphane 018 788 9500

Bidders are hereby invited to quote on the above-mentioned quotation:

**Quotation documents will be available on weekdays from 07:30 until 15:30, at Merafong City Local Municipality at Municipal Rates and Taxes Offices situated at 3 Halite Street, Carletonville 2499 at a fee of R200.00 only**

Quotations will be assessed using the 80/20 system. 80 Points will be for price and 20 points will be for specific goals.

Quotations are to be completed in accordance with the conditions contained in the quotation documents and must be placed in a sealed envelope and externally endorsed:

#### **APPOINTMENT OF A SERVICE PROVIDER FOR THE SUPPLY AND DELIVERY OF STATIONARY FOR LIBRARIES**

**QUOTE NO: COO(LIS)10/11/2526**

Quotations must be deposited in Bid Box 1, situated at the Revenue Section, Cnr Halite and Gold Street, Carletonville and is open between 07h30 and 16h00. quotations will be opened immediately thereafter, in public.

#### **BIDDERS SHALL TAKE NOTE OF THE FOLLOWING QOUTATION CONDITIONS:**

1. Companies must be registered on the CSD database and suppliers must submit CSD report not older than 3 months, link: [www.csd.gov.za](http://www.csd.gov.za)
2. Attach municipal account for rates and taxes of both company and directors appearing in CK not owing for more than 90 days, if the municipal account is not on your names, please submit copy of Lease Agreement with proof of payment for 3 months from the Bank (No statements).
3. Certified copies of Identity Documents (ID's) for all shareholders/owner(s)/partners registered on the CK forms must be submitted.

4. Copies of Company Registration documents (CK 1) must be submitted.
5. Bidders must attach a valid tax pin certificate.
6. 80/20 Preference point scoring system will apply, where 80 points will be allocated for price only and 20 Specific goals points scored.
7. Attach receipt as proof of purchase of the quotation document and ensure that the receipt is secured in the document.

**TERMS AND CONDITIONS:**

- Failure to comply with these conditions will result in immediate disqualification of your quotation.
- The Merafong City Local Municipality does not bind itself to accept the lowest quotation or any other quotation and reserves the right to accept the whole or part of the quotation or to withdraw.
- Quotation's which are late, incomplete, unsigned, use of tippex, completed in pencil, submitted by facsimile or electronically, will not be accepted.
- Quotations submitted are to hold good for a period of 30 working days.
- Quotations must only be submitted on the documentation provided by the Merafong City Local Municipality; (original Quotations documents)

**D.D. Mabuza**  
**Municipal Manager**  
**Merafong City Local Municipality**