



BA-PHALABORWA MUNICIPALITY

- Budget and Treasury -

Procurement and Stores

TO : Prospective Service Provider
FROM : SCM /STORES
DATE : 31 /10/2019
ENQUIRIES : STORES
TELEPHONE : 015 780 6479/6362/61
REF : 134300

Kindly furnish this office with a written quotation for supply of goods/ services as detailed below. The quotation must be submitted on the letterhead of your Entity and delivered at our offices 3 Nyala Street, Phalaborwa not later than 07/11/2019 at 12H00. Attention: Procurement

QUANTITY	Description	PRICE/UNIT (Inc .VAT)	DELIVERY PERIOD
Sum	Inspect and service Air conditioners as per attached list		

Please number your quotes (Your Ref no)

The following conditions will apply:

- Price (s) quoted must be valid for at least thirty (30) days from date of your offer.
- The municipality retains the prerogative to reject any quotes it deems to be excessive and/or underquoted
- A firm delivery period must be indicated.
- **Original Tax Clearance Certificate**
- **Registered with CIPRO (CK 1 or 2 document)**
- **BBBEE Certificate certified by a SANAS accredited institution or certified sworn affidavit.**
- **Fill in and Return the Declaration of Interest Form (MBD4 Form) obtainable from our website.**
- **Registered on the Centralised Suppliers Database (CSD Report)**
- Goods to be delivered within 30 days of purchase order



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Airconditioners Inspection: August 2019

Compiled by : Malatji SL, Electrician

WORKSHOP

Electrical Workshop : Need service
Mechanical Workshop : 2x Aircons needed
Fitting Workshop : Need service
Mudzanani 's Office : Not working
Baloyi 's Office : Not working
Water section (Bassie 's Office) : Need service
OHS (Safety) Erica 's Office : Not working

LICENSING

Learners Test Office : 2x Aircons not working, not cool
Eye Test : Not working(fumes) + no remote control
T6 Clerical Assistant Office : Not working
T7 Licensing Office : Not working
T8 Licensing Office : Not working, not cool
T9 Office : Not working
T2 Chief Licensing Office : Not working
T12 Store Room : Not working
T11 Store Room : Aircon needed



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COMMUNITY SERVICES

T23 Secretaty	: Not working + cover is removed
T24 Director	: Need service
T25 Assistant Director Traffic	: Need service
T26 Environmental Services	: Not working + Remote control not sensing aircon
T30	: Condensation pipe dripping water against the wall not on the ground
T37	: Not working + Water dripping inside building
T29 Duty Room	: Not working
Testing Roadworthy Office	: Need service, blows in dust

FIRE STATION

Main Reception	: Not working, replacement needed
Reception	: Need service
Office no. 1	: Need service
Office no. 2	: Faulty, not working
Office no. 6	: Need service
Boardroom	: Need service

FLEET

Manager, Masa'Office	: Working, need servicing
Office no.1 and 2	: Not working



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MAIN OFFICES

TECHNICAL OFFICES

TS 14 Technical Kitchen : Needs Aircon

TS 9 Filling : Not working

TS 6 : Not working

TS 3 : Not working

Boardroom : Not working

H16 Sports Office : Not working

IEC

Office no.1 : Not working

Office no. 2 : Not working

Office no. 3 : Not working

HR

Office : Not working + flaps not operating

Reception : Service

H29 : No Remote control

H18 : Service

Training and Development : No Remote control

Roadmarking Workshop : Aircon needed



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Municipal Manager's Office	: Remote control not sensing Aircon
Assistant Director	: Not working, replacement needed
A4 Office	: Need service
A5 Office	: Not working
H28 Office	: Need service
Boardroom	: 2x not working
A7 Corporate services	: Need service
Corporate Records	: 2x not working
Records Office	: 3x not working
Photocopy Room	: Not working

LIBRARY

3x not working. Leaking from inside

Kitchen : Not working

H9 : Not working

H11

OTHER AREAS:

Provide for 10 more to be inspected and serviced.