



BA-PHALABORWA MUNICIPALITY  
MEMORANDUM  
- BUDGET AND TREASURY -

**TO** : *Prospective Service Provider*  
**FROM** : **SCM /STORES**  
**DATE** : **30/01/2020**  
**ENQUIRIES** : **STORES**  
**TELEPHONE** : **015 780 6362/61**  
**REF** : **136263**

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 Business and Brought to our offices 3 Nyala Street, Phalaborwa not later than **07/02/2020 at 12HOO**

<b>QUANTITY</b>	<b>Description</b>	<b>PRICE/UNIT (Inc. VAT)</b>	<b>DELIVERY PERIOD</b>
<b>1</b>	<b>Annual Service of Selati Substation as per attached SOW</b>		

**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*
  - *A firm delivery period must be indicated.*
- *Tax Clearance Certificate*
- *A service provider be registered with central supplier database (CSD)*
- *Registered with CIPRO (CK 1 or 2 document)*
- *BBBEE Certificate certified by a SANAS accredited institution.*
- *Completed MBD4 (Declaration of Interest) Form*

**Fill in and Return the Declaration of Interest Form.**

Scope of work for Selati Substation Maintenance

- 1) Service 12 x Actom 11kV Circuit breakers
- 2) Verify protection Settings on 12 Panels
- 3) Replace Silica on 2 x 20MVA 33/11kV Transformers
- 4) Take oil Samples from 2 x 20MVA 33/11kV Transformers, sent to accredited laboratory for oil analysis and submit results to Municipality
- 5) Provide for Transport to a Phalaborwa and back
- 6) Provide for all labour
- 7) Provide for all accommodation.

NB: Prospective Service Providers to visit site and familiarise themselves with the equipment before submitting a quote.

Appointment to be made with Mr C.J.Lourens at 015 780 6414

Only Service providers with proven experience and competence to quote.

