



BA-PHALABORWA MUNICIPALITY  
MEMORANDUM  
- BUDGET AND TREASURY -

**To** : Prospective service provider  
**From** : SCM/stores  
**Date** : 26/09/2023  
**Enquiries** : Procurement Office  
**Telephone** : 015 780 6361/62  
**Ref** : REQ3862

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 **No.3 Nyala Street, Phalaborwa** not later than **04/10/2023 at 12H00**

| QUANTITY | Description                          | Price/unit<br>(Inc. Vat) | Delivery<br>Period |
|----------|--------------------------------------|--------------------------|--------------------|
| 15 Days  | Hiring of Excavator in Lulekani      |                          |                    |
|          | - For opening and cleaning of stream |                          |                    |
|          | - 15 days with low bed at wet rate   |                          |                    |
|          |                                      |                          |                    |
|          |                                      |                          |                    |
|          |                                      |                          |                    |
|          |                                      |                          |                    |

**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 Pin**
- **A service provider be registered with central supplier database (CSD)**
- **Completed MBD4 (Declaration of Interest) Form**
- **Evaluation criteria: 80/20 (Whereby 80 is for price and 20 is for Objective goals)**  
**20 is further evaluated: 20 for 100% Black owned;**  
**18 for +51% Black owned; and**  
**14 for Less than 51% Black owned**