



BA-PHALABORWA MUNICIPALITY
MEMORANDUM
- BUDGET AND TREASURY _

TO : *Prospective Service Provider*
FROM : *SCM /STORES*
DATE : *27/03/2023*
ENQUIRIES : *STORES*
TELEPHONE : *015 780 6361/62*
REF : *RFQ1802*

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 04/04/2023 at 12H00

QUANTITY	Description	PRICE/UNIT (Inc. VAT)	DELIVERY PERIOD
150	VENUE HIRE FOR MAYORAL GALA DINNER (MARULA FESTIVITIES) DATE: 14 APRIL 2022 INCLUDING:		
	➤ VENUE HIRE AROUND PHALABORWA		
	➤ DÉCOR		
	➤ PA SYSTEM		
	➤ 3 COURSE DINNER MENU WITH 2 X SOFT DRINKS AND WATER		
	SEE THE ATTACHED SPECIFICATIONS		

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)*
- *Registered with CIPRO (CK 1 or 2 document)*
- *BBBEE Certificate certified by a SANAS accredited institution.*
- *Completed MBD4 (Declaration of Interest) Form*
- *Evaluation criteria: 80/20 (Whereby 80 is for price and 20 is for B-BBEE)*
20 is further evaluated: 20 for 100% Black owned; 18 for +51% Black owned; and 14 for Less than 51% Black owned

Fill in and Return the Declaration of Interest Form.

Specification- Mayoral Gala Dinner Venue (150 pax)

Date: 14 April 2023

Venue with furniture and décor

Including:

Crockery, cutlery, 300 bottles of still water and PA System

Theme: Gold and Emerald green



VIP MARQUEE FURNITURE & DÉCOR (150 PEOPLE)









GALA DINNER MENU Starters

ROAST TOMATO AND HALLOUMI BRUSCHETTA



MAIN COURSE Buffet



Rice, Pap, Lamb stew, fish, grilled chicken and 3 salads & 2 Soft Drinks (100% juice and assorted cold drinks)

Dessert Amarula and Chocolate Mini Cheesecake

