



BA-PHALABORWA MUNICIPALITY

MEMORANDUM

- BUDGET AND TREASURY -

TO : Prospective Service Provider  
FROM : SCM /STORES  
DATE : 14/11/2024  
ENQUIRIES : STORES  
TELEPHONE : 015 780 6361/62  
REF : REQ6705

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 22/11/2024 at 12H00

QUANTITY	Description	PRICE/UNIT (Inc. VAT)	DELIVERY PERIOD
6000	1000 membership cards for each library with bar-codes for scanning		
	Phalaborwa Library blue: 80000-80999		
	Leboneng library Pink: 81000-81999		
	Rixile library Yellow: 82000-82999		
	Selwana/Prieska library Orange: 83000-83999		
	Mashishimale library Purple: 84000-84999		
	Gravelotte library Green: 85000-85999		
	SEE ATTACHED		

**Please number your quotes (Your Ref no)**

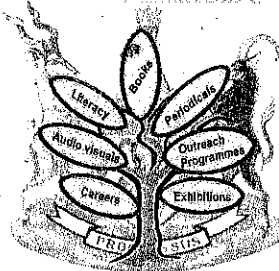
*The following conditions will apply:*

- 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 at least 51% Black owned; and  
14 for Less than 51% Black owned

Ba-Phalaborwa complies with the requirements of protection of personal information Act 4 of 2013 and Promotion of Access of Information Act 2 of 2000.

YOUR LIBRARY  
**PHALABORWA**

IS YOUR COMMUNITY



INFORMATION CENTRE

**PHALABORWA LIBRARY**

Cnr. Nelson Mandela Drive and Selati Road  
Tel: 015 780 6311 Fax: 015 781 0726  
P/BAG X01020, Phalaborwa 1390  
E-mail: [library@ba-phalaborwa.gov.za](mailto:library@ba-phalaborwa.gov.za)  
Mon-Thu: 08h00- 18h00 Fri: 08h00- 16h00  
Ba-Phalaborwa Municipality Library Services



11900