



BA-PHALABORWA MUNICIPALITY
MEMORANDUM
- BUDGET AND TREASURY -

TO : Prospective Service Provider
FROM : SCM /STORES
DATE : 11/12/2024
ENQUIRIES : STORES
TELEPHONE : 015 780 6361/62
REF : REQ6853

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 20/12/2024 at 12H00

QUANTITY	Description	PRICE/UNIT (Inc. VAT)	DELIVERY PERIOD
02	Procurement of environmental inspectorate uniform for two		
	Assistant superintended to assist in terms of Law environment		
	And other related environmental management disciplines		

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.

Specification for procurement of Environmental Management Inspectorate uniform in South African

When procuring uniforms for the Environmental Management Inspectorate (EMI) in South Africa, it is crucial to ensure the specifications meet the standards and requirements for functionality, durability, and professional appearance. Below is a detailed specification guideline for the EMI uniform:

1. General Requirements

- **Purpose:** The uniform should be suitable for daily use by EMI officers while conducting inspections, fieldwork, and official duties.
- **Compliance:** All items must comply with South African standards and regulations.

2. Fabric and Materials

- **Material:** Durable, breathable, and weather-appropriate fabric, such as a poly-cotton blend.
- **Color:** Dark green (standard for environmental enforcement) with reflective elements for visibility.
- **Durability:** Resistant to wear and tear, with reinforced stitching in high-stress areas.
- **Comfort:** Lightweight and breathable to ensure comfort in various weather conditions.

3. Uniform Components

3.1 Shirts

- **Type:** Long-sleeve and short-sleeve options.
- **Fabric:** 65% polyester, 35% cotton.
- **Color:** Dark green.
- **Features:** Epaulettes, chest pockets with flaps, button-down front, embroidered EMI logo on the chest.

3.2 Trousers

- **Type:** Cargo style for additional storage.
- **Fabric:** 65% polyester, 35% cotton, or a similar durable fabric.
- **Color:** Dark green.
- **Features:** Multiple pockets (side, back, cargo), reinforced knees, adjustable waist.

3.3 Jackets

- **Type:** All-weather, waterproof, and windproof.
- **Fabric:** Outer layer made of high-quality nylon or polyester, inner layer insulated for warmth.
- **Color:** Dark green with reflective strips.
- **Features:** EMI logo on the chest, multiple pockets, detachable hood, adjustable cuffs and waistband.

3.4 Headgear

- **Type:** Caps and wide-brim hats.
- **Fabric:** Breathable cotton or poly-cotton blend.
- **Color:** Dark green with EMI insignia.
- **Features:** Adjustable size, sweatband.

3.5 Footwear

- **Type:** Heavy-duty boots.
- **Material:** Leather with reinforced toe caps and non-slip soles.
- **Color:** Black.
- **Features:** Waterproof, ankle support, cushioned insoles.

3.6 Accessories

- **Belt:** Leather, black, with a sturdy buckle.
- **Reflective Vest:** High-visibility vest with reflective strips and EMI insignia for fieldwork.
- **Badges and Insignia:** Metal or embroidered, to be affixed to the shirt, jacket, and headgear.

4. Sizing

- **Range:** Full range of sizes from XS to XXXL.
- **Customization:** Options for custom measurements for a tailored fit.

5. Additional Specifications

- **Labels:** Manufacturer's label, care instructions, and size tags must be present on all items.
- **Packaging:** Each uniform set should be individually packaged and labeled with the officer's name and size.
- **Delivery:** Uniforms to be delivered in batches, with a quality control check before acceptance.

6. Procurement Process

- **Tender Requirements:** Detailed tender documents outlining specifications, quantities, and delivery timelines.
- **Vendor Qualifications:** Suppliers must provide samples, demonstrate experience in uniform supply, and meet quality standards.
- **Evaluation Criteria:** Cost, quality of materials, compliance with specifications, vendor reliability, and previous performance.

7. Maintenance and Care

- **Care Instructions:** Clear washing and maintenance instructions to be provided with each uniform item to ensure longevity.
- **Repairs and Replacements:** Policy for repairs or replacements of defective items during a specified warranty period.

8. Ethical and Environmental Considerations

- **Sustainable Materials:** Preference for materials sourced sustainably.
- **Fair Labor Practices:** Suppliers must adhere to fair labor practices and provide evidence of ethical manufacturing processes.

This specification ensures that the EMI uniforms are practical, durable, and suitable for the diverse tasks performed by officers, while also maintaining a professional appearance.