



BA-PHALABORWA MUNICIPALITY
MEMORANDUM
BUDGET AND TREASURY

TO : *Prospective Service Provider*
FROM : *SCM /STORES*
DATE : *19/05/2026*
ENQUIRIES : *STORES*
TELEPHONE : *015 780 6404/2*
REF : *RFQ10370*

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 27/05/2026 at 12H00

QUANTITY	Description	PRICE/UNIT (Inc. VAT)	DELIVERY PERIOD
	Request for procurement of personal protective clothes (PPC)		
	For 60(sixty) new participants.		
60	Hats		
60	Safety boots		
60	T-shirts		
12	Raincoats		
	SEE ATTACHED SPECIFICATION		

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

Specifications for Personal Protective Clothing (PPC)

Environmental Management EPWP Workers – Litter Picking and Refuse Removal

1. Protective Hat Specification

Item	Specification
Description	Wide brim protective hat/cap for outdoor environmental work
Material	Durable cotton or polyester blend
Colour	Bright colour (green) with reflective strip
Size	Adjustable universal size
Features	UV/sun protection, breathable fabric, sweatband, adjustable strap
Branding	Municipality/EPWP logo printed or embroidered
Purpose	Protection against direct sunlight, heat, and dust during outdoor operations

2. Safety Boots Specification

Item	Specification
Description	Industrial safety boots suitable for refuse removal and litter picking
Type	Ankle-length safety boots
Material	Genuine leather or heavy-duty synthetic material
Sole	Slip-resistant rubber sole
Toe Protection	Steel toe cap complying with SANS safety standards
Colour	Black or brown
Sizes	Range from size 3–12
Features	Waterproof or water-resistant, puncture-resistant sole, oil-resistant, durable stitching
Compliance	Must comply with Occupational Health and Safety requirements/SANS standards
Purpose	Protection against sharp objects, slippery surfaces, heavy objects, and hazardous waste

3. T-Shirt Specification

Item	Specification
Description	High visibility work T-shirt
Material	100% cotton or poly-cotton blend
Colour	Green.
Visibility	Reflective strips on front and back
Sleeve	Short sleeve
Type	
Sizes	Small to XXXL
Branding	Municipality and EPWP logo printed on front/back
Features	Breathable, lightweight, durable, easy to wash
Purpose	Worker visibility and identification during refuse removal and roadside litter picking operations