



BA-PHALABORWA MUNICIPALITY  
MEMORANDUM  
- BUDGET AND TREASURY -

**TO** : Prospective Service Provider  
**FROM** : SCM /STORES  
**DATE** : 25/02/2025  
**ENQUIRIES** : STORES  
**TELEPHONE** : 015 780 6361/62  
**REF** : RFQ7142

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 05/03/2025 at 12H00

QUANTITY	Description	PRICE/UNIT (Inc. VAT)	DELIVERY PERIOD
300	115 ladies' safety shoes and 266 golf shirts + Municipal		
	Embroidery logo		
	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

## SPECIFICATION

ITEM	DESCRIPTION	SIZES	QUANTITY
1.	<b>LADDIES SAFETY SHOES</b> <ul style="list-style-type: none"> <li>• Light weight and Comfortable</li> <li>• Leather shoe</li> <li>• Oil &amp; Acid resistant</li> <li>• Dual density PU sole</li> <li>• Steel toe cap with Impact protection</li> <li>• ISO standard tested</li> <li>• Colour: Black</li> </ul>	3=2 4=3 5=20 6=34 7=31 8=20 9=2	112
2.	<b>GOLF SHIRTS ROYAL BLUE</b> <ul style="list-style-type: none"> <li>• Golf shirts</li> <li>• 195gm 100% cotton</li> <li>• Polycotton</li> <li>• Colour: Royal Blue</li> <li>• The abbreviation letter <b>BPM</b> big letter pitch Black be printed at the back of the top.</li> <li>• The Municipality logo to be embroidered on top left hand side of the pocket and the financial year to be embroidered at the bottom of the logo as follows: 2024/25</li> </ul>	S=34 M=54 L=102 XL=40 2XL=20 3XL=10 4XL=4 5XL=2	266