



HARRY GWALA DISTRICT MUNICIPALITY

"Together We Deliver and Grow"

OFFICE OF THE MUNICIPAL MANAGER

40 Main Street, Private Bag X501, IXOPO 3276

Tel: (039) 834 8707 Fax: (039) 834 1701

E-mail: madolon@harrygwalam.gov.za

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REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS

Harry Gwala District Municipality hereby requests quotations from reputable, qualified, experienced and accredited service providers for the supply and delivery of X50 emergency relief boxes for disaster incidents.

The Specification:

1. The specification with which the emergency relief box must comply are as follows:

Items	Size	Quantity
Aluminium Pots and Lids (10 piece)	15cm, 17,5cm, 20cm, 22,5cm, 25cm	1
Stainless Steel Water Kettle for Gel Stove	3 Litre	1
Enamel Plates	22cm	12
Enamel teacups	8cm	12
Enamel Bowls	20cm	12
Plastic water bottle with tap	20 Litre	1
Plastic washing basin	55cm	1
Plastic dishwashing basin	38cm	1
Plastic bucket with lid	20 Litre	1
Gel stove, SABS tested	2 Plate	1
Gel, SABS tested	5 Litre	1
Eating utensil (stainless steel)	Tablespoons	12
	Teaspoons	12

Stainless steel chopping knife	9"inch	2
Stainless steel breadknife	200mm	2

Individual emergency relief box must be packed and sealed in durable cardboard boxes to ensure safe transport, delivery, and easy packing.

The following conditions will apply:

- Valid tax clearance certificate or SARS pin
- Prices quoted must be firm and must be inclusive of VAT (if applicable).
- All quotations submitted shall be valid for 30 days after the tender closing date.
- Your company must be registered on municipal database and central supplier database.
- The following MBD forms must be submitted with all Bids (available on our website and reception) MBD 4, MBD 6.1, MBD 8 and MBD 9.
- All quotations submitted must have full name(s) of company, registration number and company letterhead.
- Service Providers must quote as per specification required.

The 80/20 preference point scoring system will be apply:

Price	80 points
Specific Goals	20 points

Allocation of specific goals

Preference /Specific goals	Number of points	Verification
RDP Goal	20	
Enterprise located within KwaZulu Natal	5	Municipal utility bill, CSD report, proof of residence, affidavit.
Enterprise which is at least 51% owned by black people who are youth	5	ID Copies of directors, Company registration, detailed CSD report and shareholder certificates

Enterprise which is at least 51% owned by black people who are women	5	ID Copies of directors, Company registration, detailed CSD report and shareholder certificates.
Enterprise which is at least 51% owned by black people with disabilities	5	ID Copies of directors, Company registration, detailed CSD report and shareholder certificates.

CLOSING DATE

The closing date for the bidders is **on 7 April 2026 at 12h00**. Bids must be enclosed in **SEALED ENVELOPES** and clearly labelled with the **"X50 emergency relief boxes"** on the outside of the envelopes addressed to **The Municipal Manager**.

Bids must be deposited in the Bid Box at the reception area of Harry Gwala District Municipal, 40 Main Street, Ixopo, before the closing date and time. Telegraphic, telexed or faxed bids will not be considered, and late bids will not be accepted.

Harry Gwala District Municipality does not bind itself to accept the lowest or any Bid and reserves the right to accept the whole or any part of the Bid.

BID ENQUIRIES

All tender enquiries and all other matters shall be directed to **Mrs T Dzanibe and Mrs S Mbanjwa** on 039 834 8700 during working hours.



MUNICIPAL MANAGER

MR G.M SINEKE