



## REQUEST FOR QUOTATIONS FOR SERVICES FOR MSUKALIGWA LOCAL MUNICIPALITY

**Procurement Less than R 200 000.00 (Including Vat)**

**Publication on the Msukaligwa Local Municipality Notice Board/s & Website**

Msukaligwa Local Municipality invites suitable service providers to submit quotation on the goods and/ or services listed hereunder. Please furnish all information as requested and return your quotation document on the date stipulated.

<b>ADVERTISEMENT DATE</b>	04/12/2017
<b>DEPARTMENT</b>	Finance
<b>DESCRIPTION SERVICES REQUIRED</b>	<ul style="list-style-type: none"> <li>• Formal written price quotation with the content of the course</li> <li>• Public Customer Services, Public Services Delivery and Anger Management</li> <li>• Understanding what services is all about</li> <li>• Determining what you and you organization need</li> <li>• Managing expectations</li> <li>• Why should organization show an interest in service quality</li> <li>• Citizens charter</li> <li>• Characteristics of services</li> <li>• Commitment to quality</li> </ul>
<b>QUANTITY</b>	1
<b>QUOTATION NUMBER</b>	41
<b>CLOSING DATE &amp; TIME:</b>	12/12/2017 at 11am
<b>ENQUIRIES:</b>	Ms Bongile Maluleka Tel: 017 801 3580

Price should be VAT Inclusive. A valid original Tax Clearance Certificate, certified identification copy or company registration certificate and current municipal account (not older than 60 days) or lease agreement must be attached and the declaration of interest form must be filled in, BBBEE certificate must be attached, all suppliers must register in central supplier database (CSD).

Documents are available in SCM unit and be delivered to the following address Cnr Church & Taute Street Ermelo 2350. Failure to attach the requested documents or incomplete quotation document will result in a bid being non-responsive.

Quotation must have a vat registration number, description, company address, contact details, quotation date, and name and address of the company you quote for.

Yours faithfully

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**MMP MATSHEKA**  
**CFO**