



## **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>	27/03/2018
<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 your 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>	43
<b>CLOSING DATE &amp; TIME:</b>	06/04/2018 at 11am
<b>ENQUIRIES:</b>	Ms Bongile Maluleka Tel: 017 801 3575

Price should be VAT Inclusive. A valid original Tax Clearance Certificate, certified identification copy of the director(s), company registration certificate (CK), municipal account (not older than 90 days) or lease agreement must be attached and the declaration of interest form must be filled in, BBBEE certificate must be attached, CSD Report (all pages).

Documents are available in SCM unit and be delivered to the following address Cnr Church & Taute Street Ermelo 2350 or P.O.Box 48, Ermelo, 2351. 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

A handwritten signature in black ink, appearing to read 'MMP Matsheka', written over a horizontal line.

**MMP MATSHEKA**  
CFO