



Knysna Municipality is inviting quotations from suitable service providers for the services described below.

(For publication on the Knysna Municipality website & notice boards)

ADVERTISEMENT DATE:	05 July 2018	
RFQ NUMBER:	B03/2018/19	
DESCRIPTION OF GOODS/SERVICES:	Dismantle, Move and Reinstall Water Billboard	
RFQ DOCUMENTS ARE OBTAINABLE FROM:	Company Contact Person Email Tel no	Knysna Municipality Nadia Majola nmajola@knysna.gov.za 044 302 6509
CLOSING DATE: TIME:	09 July 2018 12h00	
SUBMISSIONS:	Sealed quotations clearly marked, " B 03/2018/19 Dismantle, Move and Reinstall Water Billboard ", can be submitted: By hand to: SCM Department, Knysna Municipality By email to: nmajola@knysna.gov.za Contact person: Nadia Majola (Tel: 044 302 6509) Electronic bid documents must reach the SCM office before the closing time.	
COMPULSORY REQUIREMENTS:	KMBD 6.1 should be signed and attached to the proposal	
TECHNICAL ENQUIRIES:	Department Contact Person Email Tel	: Municipal Manager Christopher F. Bezuidenhout : pr@knysna.gov.za : 044 302 6381

The following conditions will apply:

- Price(s) quoted must be valid for at least thirty (30) days from date of your offer.
- Price(s) quoted must be firm and must be inclusive of VAT when applicable.
- Attached KMBD6.1 must be completed to qualify for B-BBEE Status Level of Contribution.
- An original or certified copy of B-BBEE Certificate must be attached to qualify for points.
- Tax Clearance Certificate or Sufficient Evidence that Tax matters are raised with SARS must be attached.
- Price must include all related expenses, i.e. transport, accommodation etc.
- Attached KMBD 4 document must be completed.
- Status of Municipal accounts must be submitted
- Bidders must insist on an official order number.
- Only an official order will bind the Council

**KAM CHETTY
MUNICIPAL MANAGER**

CLYDE STREET | KNYSNA



B 03/2018/19

REQUEST FOR QUOTATION:

DISMANTLE, MOVE AND REINSTALL WATER BILLBOARD

SPECIFICATIONS:

Knysna Municipality invites suitably experienced service providers to submit written quotations to carefully and meticulously, without causing damage to the artwork, dismantle, move and reinstall, the water conservation billboard in Sedgfield.

From Current Location:

Latitude: -34° 0' 36.38" S
Longitude: 22° 47' 25.77" E

OR

Latitude: -34.010106° S
Longitude: 22.790492° E

To New Location:

Latitude: -34° 0' 39.26" S
Longitude: 22°47' 42.18" E

OR

Latitude: -34.01091°S
Longitude: 22.79505°E

Pricing Schedule

- All additional costs must be clearly specified and included in the total bid price.
- All prices must be VAT inclusive.
- The municipality reserves the right not to accept any of the quotations.
- The Bidder is responsible for all the cost that they shall incur related to the preparation and submission of the quotation.
- Bidders must provide at least two references with examples of similar work done.

PRICING SCHEDULE:

Description	Price
<p>Dismantle, Move and Reinstall Water Billboard at new location. (Labour & Transporting)</p> <p>Notes to Bidder: The Billboard consist of Single sided billboard, size 3000mm x 6000mm on Chromadek Sheet, Chromadek mounted to 25mm square tubing frame, Installed 2400mm on timber poles above ground.</p>	R
<p>New Timber Poles</p>	R
<p>Additional Costs (Please specify):</p>	R
<p>15% Vat</p>	R
<p>TOTAL</p>	R



KNYSNA
Municipality Munisipaliteit uMasipala

The name of the Tenderer:			
The name of the Contact person:			
Physical address of the Tenderer:			
		Postal Code:	
Postal address of the Tenderer:			
		Postal Code:	
Cellular number:			
Telephone number:			
Facsimile:			
E-mail address:			

KMBD 4

DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state¹.
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.
3. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

3.1 Full Name of bidder or his or her representative:

3.2 Identity Number:

3.3 Position occupied in the Company (director, trustee, hareholder²):

3.4 Company Registration Number:

3.5 Tax Reference Number:

3.6 VAT Registration Number:

3.7 The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.

3.8 Are you presently in the service of the state? **YES / NO**

3.8.1 If yes, furnish particulars.

.....

¹MSCM Regulations: “in the service of the state” means to be –

- (a) a member of –
 - (i) any municipal council;
 - (ii) any provincial legislature; or
 - (iii) the national Assembly or the national Council of provinces;
- (b) a member of the board of directors of any municipal entity;
- (c) an official of any municipality or municipal entity;
- (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
- (e) a member of the accounting authority of any national or provincial public entity; or
- (f) An employee of Parliament or a provincial legislature.

² Shareholder” means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.

3.9 Have you been in the service of the state for the past twelve months? **YES / NO**

3.9.1 If yes, furnish particulars

.....

3.10 Do you have any relationship (family, friend, other) with persons
In the service of the state and who may be involved with
The evaluation and or adjudication of this bid? **YES / NO**

3.10.1 If yes, furnish particulars.

3.11 Are you, aware of any relationship (family, friend, other) between
any other bidder and any persons in the service of the state who
may be involved with the evaluation and or adjudication of this bid? **YES / NO**

3.11.1 If yes, furnish particulars

.....

3.12 Are any of the company's directors, trustees, managers,
principle shareholders or stakeholders in service of the state? **YES / NO**

3.12.1 If yes, furnish particulars

3.13 Are any spouse, child or parent of the company's directors
trustees, managers, principle shareholders or stakeholders
in service of the state? **YES / NO**

3.13.1 If yes, furnish particulars

3.14 Do you or any of the directors, trustees, managers,
principle shareholders, or stakeholders of this company
have any interest in any other related companies or
business whether or not they are bidding for this contract. **YES / NO**

3.14.1 If yes, furnish particulars

4. Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	State Employee Number

.....
Signature

.....
Date

.....
Capacity

.....
Name of Bidder

.....
Contact number