

**Bid No: SCM 24/2025/26**

**Supply Chain enquiries: 016 973 8744/49**

**Date:** 07 January 2026

**Request for formal Written Quotation**

Kindly furnish Metsimaholo Local Municipality with a written quotation for the services as detailed on the below schedule.

**APPOINTMENT OF A SERVICE PROVIDER FOR PAUPER BURIAL ON AS AND WHEN REQUIRED BASIS.**

Detailed Specification, returnable forms MBD and General Conditions of Contract (GCC) are obtainable from Supply Chain Management Unit, Finance Building, Sasolburg 1947 at **R50.00**

The quotation must be placed on the letterhead of your company and must be delivered not later than the **16 January 2026 before 11H00AM** in the tender box located at Metsimaholo Local Municipality, First Floor, Finance Building, 10 Fichardt Street, Sasolburg. The following requirements will apply:

- **Be registered on the Central Supplier Database (CSD)** and provide us with your Supplier number or attach a **Summary report**.
- **Service provider** must submit a **municipal rates and taxes statement on the company name that** is not older than three months and not in arrears for more than 90 days or **Lease agreement** where the company is the lessee.
- The potential bidder should provide the following certificates:
  - **Certificate of competence for funeral undertakers**
  - **Proof of Designation of funeral undertaker** from **Home affairs**.

Please take note that the quotation must be valid for **60 days**.

**NB! IT IS COMPULSORY TO PURCHASE THE BID DOCUMENT FROM THE MUNICIPALITY FAILURE TO DO SO WILL RENDER YOUR SUBMISSION AS A NON-RESPONSIVE BID AND WILL NOT BE EVALUATED FURTHER.**

This quotation will be evaluated in terms of **80/20** of points system as prescribed in the **Preference Points Claim Form in Terms Of The Preferential Procurement Regulations 2022 (Price(80) and Specific Goals (20) (Locality)** for this purpose the bidders are required to submit **Municipal account** in the name of the bidder not older than 90 days or a valid copy of lease agreement signed by both parties, where the bidder is the lessee, or SARS tax pin document or submit your company **bank confirmation letter** with address of the company, if **bank confirmation letter** does not reflect the bidders address the **bank confirmation letter** must be submitted with the **bank statement**.

General Conditions are available on the Municipal website for your information. Failure to comply with the above conditions may invalidate your offer.

Mr F.J. Motloug  
Municipal Manager

## **SPECIFICATIONS**

### **APPOINTMENT OF A SERVICE PROVIDER FOR PAUPER BURIAL ON AS AND WHEN REQUIRED BASIS.**

#### **STILLBORN/CHILD UNTIL 8 YEARS**

ITEM	DESCRIPTION	QUANTITY
1	STANDARD COFFIN	1
2	HEARSE	1
3	STORAGE (Maximum of 2 days)	1

#### **CHILDREN FROM 9 YEARS AND ADULTS**

ITEM	DESCRIPTION	QUANTITY
1	STANDARD COFFIN	1
2	HEARSE	1
3	STORAGE (Maximum of 2 days)	1

#### **Information to be included in the request for quotations:**

- Collection and removal of bodies from identified points (hospital, pathology, community)
- Safe storage of bodies
- Assistance with statutory documentation except death registration (to be guided by DHA)
- Preparation of bodies for burial
- Transportation to burial sites
- Compliance with all health and statutory funeral regulations
- Availability on 24/7 emergency call-out

Valid registration as a Funeral Undertaker not under any DHA or SAPS investigation