

Bid No: SCM 32/2024/25

Supply Chain enquiries: 016 973 8742/44

Date: 19 November 2024

Request for formal Written Quotation

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

APPOINTMENT OF A SERVICE PROVIDER FOR PAUPER BURIAL SERVICES ON BEHALF OF METSIMAHOLO LOCAL MUNICIPALITY 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 at **R50.00**

The quotation must be placed on the letterhead of your company and must be delivered not later than the **27th November 2024 before 11H00** in the tender box located at Metsimaholo Local Municipality, Ground Floor, Finance Building, 10 Fichardt Street, Sasolburg. The following requirements will apply:

- **Be registered on the Central Supplier Database (CSD)** and provide us with
- **Service provider** must submit **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.

NB! IT IS COMPULSORY TO PURCHASE THE BID DOCUMENT FROM THE MUNICIPALITY AND FAILURE TO DO SO WILL RENDER YOUR SUBMISSION AS A NON-RESPONSIVE BID THAT 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 locality purpose the bidders are required to submit **Municipal account** in the name of the bidder not older than 90 days, In a case of Municipal account being in a family members name, **ONLY MUNICIPAL Account** where the address of the Account matches the address on the company registration documents will be accepted) if not in arrears for more than 3 months, or **Lease agreement** where the bidder is the lessee 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 Municipal website for your information.
Failure to comply with the above conditions may invalidate your offer.

Mr. F.J Motloun
Municipal Manager

SPECIFICATION

APPOINTMENT OF A SERVICE PROVIDER FOR PAUPER BURIAL SERVICES ON BEHALF OF METSIMAHOLO LOCAL MUNICIPALITY ON AS AND WHEN REQUIRED BASIS.

STILLBORN/CHILD UNTIL 12 YEARS

ITEM	DESCRIPTION
1	STANDARD COFFIN
2	HEARSE
3	STORAGE (Maximum of 2 days)
	NOTE: <ul style="list-style-type: none">• Transportation of the deceased from the mortuary to the cemetery.• Conducting the burial service in a dignified manner, including filling the grave.• Provision of a basic grave marker with identification details.

CHILDREN FROM 13 YEARS AND ADULTS

ITEM	DESCRIPTION
1	STANDARD COFFIN
2	HEARSE
3	STORAGE (Maximum of 2 days)
	NOTE: <ul style="list-style-type: none">• Provision of a standard coffin or casket suitable for an adult.• Transportation of the deceased from the mortuary to the cemetery.• Conducting the burial service in a dignified manner, including filling the grave.• Provision of a basic grave marker with identification details.

1. General Requirements

- Compliance with health and safety regulations.
- Coordination with the municipality for burial schedules and cemetery locations.
- Record-keeping and submission of burial reports to the municipality.

RETURNABLES

- **Be registered on the Central Supplier Database (CSD)** and provide us with your Supplier number or attach a **Summary report**.
- **Service provider** must submit **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.