



## MOQHAKA LOCAL MUNICIPALITY

### REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS (Over R30 000.00 up to a transactions value of R200 000.00 VAT included)

REFERENCE NUMBER: 7/1/2/2020-21  
PM

CLOSING DATE: 23 NOVEMBER 2020

CLOSING TIME: 12:00

NON-REFUNDABLE FEE: **R 163.00**

Description	Contact Person
<ol style="list-style-type: none"><li><u>1. Production of Audio Visual video with motion graphics.</u></li><li><u>2. Design and printing of Tourism Booklet, digital booklet and audio visual video</u></li></ol> <p><u>Scope of work attached</u></p>	Mr. Khojane Madiba Tel: 056 216 9186 Email Address: khojane@moqhaka.gov.za

#### **ELIGIBILITY CRITERIA**

Only those suppliers who:

- Are willing and able to keep their cast prices/ rates fixed for the maximum period of 90 days from date of the RFQ closing- Shall be eligible to participation further on price and preferential points.
- Quotes in line with these pro ranges (R30 000.00 – R200 000.00) will be considered for further evaluation.

#### **PAYMENT OF NON-REFUNDABLE FEE**

Payment of the non-refundable fee of R163.00 can be made at the cashiers at the main Municipal Building, Hill Street or directly into the municipal bank account. Proof of EFT payment should then be forwarded to the SCM office via email to [palesal@moqhaka.gov.za](mailto:palesal@moqhaka.gov.za) or [dineom@moqhaka.gov.za](mailto:dineom@moqhaka.gov.za) or [agnesm@moqhaka.gov.za](mailto:agnesm@moqhaka.gov.za), after which the complete document containing the MBD forms will be forwarded to the bidder.

#### **Moqhaka Local Municipality Banking Details:**

Bank: ABSA Bank Kroonstad  
Account Number: 40-5327-4876  
Branch Code: 334536  
Bidder Reference: Company Name and RFQ Number

#### **SUBMISSION DETAILS**

The quotation and supporting documents sealed in an envelope and **externally endorsed with the relevant quotation number and description** and placed in a bid box, on the Ground Floor, Municipal Building, Hill Street, Kroonstad. Or via e-mail to [agnesm@moqhaka.gov.za](mailto:agnesm@moqhaka.gov.za), [palesal@moqhaka.gov.za](mailto:palesal@moqhaka.gov.za) and [dineom@moqhaka.gov.za](mailto:dineom@moqhaka.gov.za).

#### **CONTACT DETAILS FOR ENQUIRIES**

All enquiries pertaining to Supply Chain Management Matters contact 056 216 9303 / 9143.  
For Technical, queries contact Mr. Khojane Madiba at 056 216 9186.