



K W A Z U L U - N A T A L
SHARKS BOARD
Maritime Centre of Excellence

SUPPLY CHAIN MANAGEMENT

Telephone 031 566 0427 Fax 086 606 2614 email: siyethemba@shark.co.za

REQUEST FOR QUOTATION (RFQ)

ENQUIRIES: **Mr S Dlamini**

To:

Telephone:

Email address:

Attention:

You are hereby invited to submit a quotation for the supply and delivery of the following **item/ service** to the KZN Sharks Board (KZNSB).

ITEM	DESCRIPTION	QTY
01.	Please quote, complete and sign the attached standard bidding documents	See attached Specification
02.	Submit Original and valid Tax Clearance Certificate	
03.	Submit Original or a Certified copy BEE Certificate	
04.	Proof of Treasury Central Supplier Database registration and Supplier number	
05.	Bank letter not older than 3 months	

CLOSING DATE: 25/05/2017

CLOSING TIME: 11:00

Please submit your quotation on the Organisation's quotation form attached hereunder, and clearly indicate the delivery period and validity period of your quotation. Please also clearly indicate whether your price includes or excludes VAT. (*You may claim VAT only if you are a VAT vendor, please provide VAT NUMBER.*)

This service is required at 1a Herrwood Drive, Umhlanga Rocks (DELIVERY ADDRESS) on the _____ DELIVERY DATE

TERMS AND CONDITIONS:

- If a Supplier fails to deliver any or all goods, or a service provider fails to perform the required services within the period specified in the Order/Contract, the KZNSB may as a penalty deduct from the Order/Contract price a sum of the delayed goods or unperformed services, or terminate the contract in part or in whole.
- The Organisation's quotation form must be completed in detail, signed by the bidder and bear the signature of witnesses, and be forwarded to the KwaZulu Natal Sharks Board CFO Division. Failure to comply with these requirements may result in the quotation being disregarded.

Yours faithfully

NAME: Siyethemba Dlamini _____ SIGNATURE: _____ DATE: 22/05/2017

1. ITEM REQUIRED:

DESCRIPTION

A service provider to Purchase and installation of a detachable refrigerator on the Ford Ranger bakkie at Kwazulu Natal Sharks Board Maritime centre 1A herwood Drive, uMhlanga Rocks

Specification

- **Detachable refrigerator**

NB: Please see the Terms of Reference Below

For all specification, Enquiries, you can contact:

Name: Nombuso Msomi

Tel: 031 566 0400/0460

Email: nombusom@shark.co.za

1. The bidder must be registered with
2. The bidder must provide original possession of a valid one.
- 3.1 Bidders / service providers are required to provide a Status Level Verification Certificate. Verification certificates are valid only for 12 months.
- 3.2 In terms of the Generic Code of Practice, the bidder must be a "qualified contributor". Evidence of such qualification must be provided to the Accounting Officer as defined in Section 60 of the Public Finance Management Act, 1997 (Act No. 1 of 1997) as amended.
- 3.3 A verification certificate is only valid for 12 months.
4. The bidder quotation should clearly indicate the cost of the goods and services.
5. Quotations must be fully completed.
6. Please confirm that your banking details are correct on the quotation form with a bank stamp.
7. Practice note for Financial Manager:
 - The Accounting Officer/ Authorised Signatory must sign the invoice unless determined otherwise.
 - The Accounting Officer/ Authorised Signatory must sign the invoice for goods and services unless required otherwise.
8. Quotations are to be evaluated and approved in accordance with the promulgated by National Treasury.

9. The 80/20 preference point system to be used for all procurement up to a R 1 000 000.00 (VAT included)

NB: Please provide the CSD supplier number which is on the Treasury letter head. Failure to comply you will be automatically be disqualified.

NB: Please confirm the availability of stock and the delivery date when submitting the quotation.

SUB TOTAL:.....

VAT:.....

TOTAL:.....

Name of Company.....

Authorized Signature.....

Name of Representative.....

Designation.....

Date.....

CSD NO.....

COMPANY STAMP