

	BITOU MUNICIPALITY			
	NOTICE – REQUEST FOR QUOTATION			
	ADVERTISED ON:	MUNICIPAL NOTICE BOARD; MUNICIPAL WEBSITE		
	NOTICE NO:	255/2023	TENDER NO:	SCM/RFQ/2024/08/MM
Quotations are hereby invited for:	Provision of Catering Services for Bitou Municipality Women’s Day Event for 400 people			
PUBLISHED DATE:	26 July 2023	CLOSING DATE:	02 August 2023	
CLOSING TIME	No later than 15H30 . Tenders will be opened immediately thereafter, in public at the Bitou Municipality, Supply Chain Management Unit, Shop 59, 2 nd Floor, Melville’s Corner, C/o Main & Marine Drive, Plettenberg Bay			
AVAILABILITY OF TENDER DOCUMENTS:				
Tender Documents will be available electronically at no charge from the following email address: scmtenders@plett.gov.za				
Printed copies of the Tender Documents will be available from 15h30 on published date, Monday to Thursday from 07h30 until 16h30, Friday from 07h30 to 13h30, at Bitou Municipality: Supply Chain Management, Shop 59, 2 nd Floor, Melville’s Corner, C/o Main & Marine Drive, Plettenberg Bay, at a non-refundable fee, payable to a cashier at Bitou Municipality Shop 54, 2 nd Floor, Melville’s Corner, C/o Main & Marine Drive, Plettenberg Bay.		The fee may also be transferred via EFT (Bitou Municipality, Current Account – 372884709, Standard Bank, Plettenberg Bay, Branch Code - 050714). Proof of payment will be required upon collection of Tender documents. Tender Number to be used as payment reference with name of payee.		
Date Available:	26 July 2023	Non-refundable Fee:	R100.00	
TENDER SUBMISSION RULES:				
<ol style="list-style-type: none"> Tenders are to be completed in accordance with the conditions and Tender rules contained in the Tender document. The Tender Document & supporting documents must be placed in a sealed envelope and externally endorsed WITH: THE TENDER NUMBER; DESCRIPTION & CLOSING DATE OF THE TENDER. Tender Documents must be deposited in the Tender Box, at the Supply Chain Management Unit, Bitou Municipality, Shop 59, 2nd Floor, Melville’s Corner, C/o Main & Marine Drive, Plettenberg Bay. Tenders may only be submitted on the Tender documentation issued by the Municipality. The Bitou Municipality does not bind itself to accept the lowest or any tender and reserves the right to accept any tender, as it may deem expedient. Tenderers who are not yet registered are required to register on the Municipality’s Accredited Supplier Database (CSD). Application forms are obtainable from the website https://secure.csd.gov.za. 				
Tender shall be evaluated in terms of the Bitou Municipality Preferential Procurement Policy 2022		Suppliers may claim preference points in terms of the 80/20 .		
		Price	:80	
		Specific Goals: (20)		
		a) B-BBEE Status Level contributor	:10	
		b) Promotion of Local Area Enterprises	:10	
		Total Points	:100	
Preferential Procurement Policy – Local Procurement		None		
Preferential Procurement Regulations, 2022 – Local Content Requirement		None		
Site Meeting/ Information session	None		Validity Period	60 days
ANY ENQUIRIES REGARDING TECHNICAL INFORMATION MAY BE DIRECTED TO:		ANY ENQUIRIES REGARDING THE TENDERING PROCEDURE MAY BE DIRECTED TO:		
Section:	Office Of the Municipal Manager	Section:	Supply Chain Management	
Contact Person:	Mr M James	Contact Person:	Ms. EY Hleko	
Tel:	044 501 3491	Tel:	e-mail Enquiries Only	
E-mail:	mjames@plett.gov.za	E-mail:	scmtenders@plett.gov.za	