## 

# Bidders are hereby invited SUPPLY AND DELIVERY OF TOWELS AT HARTEBEESTFONTEIN PLANT WWCW

# **SCOPE OF WORKS:**

### SUPPLY AND DELIVERY OF TOWELS AT HARTEBEESTFONTEIN PLANT WWCW

DESCRIPTION	QUANTITY
Face Towel (Navy Blue) Calibri or Equivalent	45
Hand Towel (Navy Blue) Calibri or Equivalent	45
Bath Towel (Navy Blue) Calibri or Equivalent	45

#### **General Notes and Requirements**

- 1. Please note that the Contractor will be responsible for his own safety, transport and delivery arrangements.
- 2. Note that if you did not quote for all items on the list, you will not be considered.

Specification.	Requested	Offered	Comply to Specification
	<ul> <li>Tax Clearance Certificate</li> <li>BBBEE Certificate</li> <li>Ownership of the company and size enterprise (small, medium, large</li> <li>Latest Municipal Account</li> <li>Declaration of Interest (download from our Website)</li> </ul>		
continuous support and capability (Quality assurance)	<ul> <li>Manufacturer document and/or</li> <li>Appointed agent document and/or</li> <li>Appointed Sub- contractor document</li> </ul>		
Delivery period	ASAP		

**Evaluation Criteria** followed to evaluate quotations – Preference points system (PPS) as included in the Preferential Procurement Regulations of:

PPS	Contract value	Formula	Additional Considerations
80/20	Equal to or above R 30 000.00 and up to R 200 000	Ps = 80(1-(Pt-P min/P)) Where Ps = Points scored for pric	Maximum of 20 points may be awarded for being HDI, e subcontracting with an HDI,

of bid under consideration. and/or achieving specified Pt = Rand value of bid under consideration. P min = Rand value of lowest acceptable bid.

goals.
Above points must be added to points scored for price. Only bidder with the highest points scored may be selected.

## Other Requirements:

1. Good quality products need to be delivered.

#### **GENERAL NOTES**

Goods offered that DO NOT comply with the specifications will not be accepted. The successful bidder must register on the ERWAT vendors list. Forms to be downloaded from the ERWAT website. Quotation evaluation shall be performed on 80:20 principle (pricing and functionality 80% and BBBEE 20%)

Please note that it is the responsibility of the bidder to insure that his/her quotation/proposal is received by ERWAT's relevant personnel.

Completed quotations must be EMAILED, with the subject line clearly marked with RFQ number and description and to be SENT before 12:00pm (Noon) on Wednesday 24th October 2018. Quotations that are not received on the specific time and date will be NOT be considered, in terms of the Supply Chain Management Policy of ERWAT, not be considered by ERWAT as valid bids/proposals.

Send Quotaions to : rfq@erwat.co.za

Bid closing date :	2018-10-24	
Compulsory site meeting :	N/A	
Contact Person :	Nicodene Daniels / Donald Rambau/Tendani Mphaga	
Contact number :	011 929 7024	
E-mail address :	N/A	
Bid validity period :	3 Days	
Physical address where bid documents can be collected :	ERWAT Head Office, Hartebeestfontein Office Park, R25, Norkem Park.	
Tender Box number :	N/A	
Day when Tender is to be submitted to ERWAT Offices:		
Non-refundable Document fee :	N/A ERWAT will not accept cash. All payments to be made by Credit Card only	
CIBD required?		

Bids must be hand delivered to the Bid Box situated at the address: ERWAT Head Office, Hartebeestfontein Office Park, Bapsfontein Road (R25), Kempton Park.

Complete Tenders must be in a sealed envelope clearly marked with **RFQ201810/032** and **SUPPLY AND DELIVERY OF TOWELS AT HARTEBEESTFONTEIN PLANT WWCW.** and to be hand delivered, in the TENDER BOX **N/A** at the foyer at ERWAT Head Office, Bapsfontein Road (R25), Kempton Park.

No e-mail or faxed bids/proposals shall be accepted. Bids/Proposals that are not received on the specific time and date will be marked as late bids/proposals and such bids/proposals will, in terms of the Supply Chain Management Policy of ERWAT, not be considered by ERWAT as valid bids/proposals.

Bidders' attention is specifically drawn to the provision of the bid rules which are included in the bid document.

The lowest or any bid will not necessarily be accepted and ERWAT reserves the right not to consider any bid not suitably endorsed or comprehensively completed, as well as the right to accept a bid in whole or part. Bids completed in pencil will be regarded as invalid bids.

Submission of electronic and fax bids are not acceptable.