



a world class African city



City of Johannesburg  
Metrobus

Transportation House  
1 Raikes Road  
Braamfontein  
2001

PO Box 1787  
Johannesburg  
South Africa  
2000

Tel +27(0) 11 403 4300  
Fax +27(0) 11 403 4349

[www.mbus.co.za](http://www.mbus.co.za)

**REQUEST FOR QUOTATION FOR THE SUPPLY AND DELIVERY OF CLEANING MATERIAL  
FOR METROBUS  
Procurement Less than R 200 000 (Including Vat)**

Metrobus hereby invites service providers/ suppliers to submit quotations on the goods and services listed below. Please note the following:

- Provide the information requested or as per specification
- Return all the required information on the date stipulated
- Late and or incomplete submissions will invalidate the quotations submitted

<b>ADVERTISEMENT DATE</b>	<b>01/09/16</b>
<b>RFQ NUMBER:</b>	<b>HO229/2016</b>
<b>DESCRIPTION OF GOODS AND SERVICES</b>	<b>Supply and Delivery of Cleaning Material</b>
<b>RFQ SPECIFICATION FORMS/ DOCUMENTS ARE OBTAINABLE FROM:</b>	<b>FROM NO.1 RAIKES ROAD &amp; ENOCH SONTONGA 2<sup>ND</sup> FLOOR FINANCE</b>
<b><u>SUBMISSION OF QUOTES:</u></b>	<b>EMAIL ADRESS: scm@mbus.co.za</b>
<b>COMPULSORY REQUIREMENTS</b>	<b>1.Original Tax Clearance Certificate 2.latest copy of rates and taxes 3.MBD 4 forms completed and signed 4.Certified BBBEE Certificate 5.Supplier Database Forms</b>
<b>CLOSING DATE AND TIME:</b>	<b>DATE:09/09/2016 TIME: 11H00am</b>
<b>SITE MEETING</b>	<b>N/A</b>
<b>CONTACT PERSON (FOR MORE INFORMATION): Wentzel</b>	<b>CELL NO: 083 263 5522 TEL NO: (011) 403 4300 ext 228/243</b>

Quotations above R30 000 will be evaluated on the basis of the 80:20 point system as stipulated in the Preferential Procurement Policy Framework Act (Act number 5 of 2000) & the Metrobus Supply Chain Management Policies and Procedures.

**PLEASE NOTE THAT THE QUOTATION WILL BE INVALID IN THE FOLLOWING INSTANCES**

- i) IF THE QUOTATION PAGE IS NOT SIGNED.**
- ii) IF THE MBD 4: DECLARATION OF INTEREST FORM IS NOT COMPLETED AND SIGNED.**
- iii) IF A VALID TAX CLEARANCE CERTIFICATE IS NOT ATTACHED.**
- iv) IF NO LATEST PROOF OF PAYMENT RATES AND TAXES(CERTIFIED COPY) OR IF OWING MORE THAN 3 MONTHS**

**IF THE FOLLOWING ARE NOT ATTACHED, NO POINTS WILL BE AWARDED FOR B-BBEE**

**AN ORIGINAL OR A CERTIFIED COPY OF B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE.**



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\_\_\_\_\_

TEL: \_\_\_\_\_

FAX: \_\_\_\_\_

Your Vendor Number With Us:

\_\_\_\_\_

Submission Deadline: 09/09/2016  
Submission Time: 11H00am

RFQ NUMBER		RFQ DATE	
HO229/2016		01/09/2016	
CONTACT PERSON			
NAME:		SCM DEPARTMENT	
TEL NO:		: (011) 403 4300	
EMAIL ADDRESS:		SCM@MBUS.CO.ZA	

**VALIDITY OF RFQ: 30 DAYS**

**OFFICE USE ONLY: PRICE/S  
TO BE VAT INCLUSIVE**

**Please submit all Quotations to the Email address stated above**

RFQ'S above R30 000-00 to a maximum of R200 000 including vat will be evaluated on the basis of the 80:20 point system as stipulated in the Preferential Procurement Policy Framework Act (Act number 5 of 2000).

Points will be allocated as follows:

<b>Points for price:</b>	<b>80</b>
<b>Points for B-BBEE (Max of 20):</b>	
<b>B-BBEE status Level of Contributor</b>	<b>Number of Points (80/20 system)</b>
1	20
2	18
3	16
4	12
5	8
6	6
7	4
8	2
Non-Compliant contributor	0

**CONDITIONS:**

- All goods or services purchased will be subject to Metrobus Policies & Procedures. A copy of said conditions is available from the SCM office.
- An Original Tax Clearance Certificate must be submitted with this RFQ. Failure to do so will invalidate the quotation submitted**
- All purchases will be made through an official order form. Therefore no goods must be delivered or services rendered before an official order has been received.
- To participate in the Metrobus's Quotation procurement of goods and/or services, vendors are advised to register on the Metrobus's Supplier Database. Supplier registration forms are available from the Supply Chain Management Unit.
- I certify that the information supplied is correct and I have read and understood the Metrobus General Conditions and Policies and Procedures and accept them.
- I further certify that all the required information has been furnished and the relevant forms completed and are herewith submitted as part of the quotation.

**IF THIS PAGE IS NOT SIGNED, THE QUOTATIONS WILL NOT BE EVALUATED:**

SIGNATURE OF BIDDER: \_\_\_\_\_ CAPACITY: \_\_\_\_\_



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**SPECIFICATION:**

- Toilet paper 80 bowls
- 20 x 20 litre Black Dustbins



- 4 black dustbins wheels 240litre
- Dish washing soap 20litre
- Pine gel 20litre
- Steel wool fine 1 roll
- 24 x THICK Dish wash cloth size:640 long x415 wide x 3mm thick / 100 present cotton Superior quality



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