

**Mossel Bay Municipality**

**INVITATION TO SUBMIT FORMAL WRITTEN QUOTATION**

**CLOSING DATE: 24 JULY 2015**

**CLOSING TIME: 12:00**

**P04-07/15: CONSTRUCTION OF NEW ROOF AND GENERAL REPAIR WORK TO TICKET OFFICE,  
GREENHAVEN SPORTSGROUND, GREAT BRAK RIVER**

Formal written quotations are hereby invited from contractors with a 1GB or higher CIDB grading for the construction of new roof and general repair work to ticket office, Greenhaven Sports Ground, Great Brak River.

The specifications can be obtained at the compulsory information meeting that will be held at **09:00 on Thursday, 16 July 2015 at the entrance to Greenhaven Sports Ground, Gelderbloem Street, Great Brak River.**

Formal written quotations must be submitted on original documents and remain valid for 90 days after the closing date of the quotation. Enquiries about the quotation can be addressed to Ms. Fran Botha at telephone (044) 606-5245 / (081) 376-0948.

Complete formal written quotations, together with such additional documentation as requested, must be placed in a sealed envelope and deposited in the **tender box on the Lower Ground Floor (seaside) at the Municipality, Marsh Street 101, Mossel Bay**, by not later than **12:00 on Friday, 24 July 2015** or be mailed to reach the **Tender Box, Mossel Bay Municipality, PO Box 25, Mossel Bay, 6500** before the specified closing date and time. The envelope must be endorsed clearly with the name, number and closing date of the quotation as shown above.

The formal written quotations will be evaluated on the 80/20 Preference Points system as prescribed by the Preferential Procurement Regulations, 2011.

Bids will be pre-evaluated on the following criteria and bids that score less than 15 out of 20 points will be considered as not responsive. Pre-evaluation criteria and weight:

1. References carrying a weight of maximum 20 points

Receipts will be issued at request only for documents handed in during office hours from Mondays to Fridays. Receipts will not be issued for documents placed in the tender box after hours or which are received by mail.

The tender box will be emptied just after 12:00 on the closing date, after which all quotations will be opened in public. Late quotations or quotations submitted by e-mail or fax will under no circumstances be accepted.

The Municipality reserves the right to withdraw any invitation to quote and/or to re-advertise or to reject any quotation or to accept a part of it. The Municipality does not bind itself to accepting the lowest quotation.

It is expected of all prospective service providers who are not yet registered on the Western Cape Accredited Supplier Database to register without delay on the prescribed form. The Municipality reserves the right not to accept quotations from prospective suppliers who are not registered on the Western Cape's Database.

**DR M GRATZ  
MUNICIPAL MANAGER**