

ENDUMENI LOCAL MUNICIPALITY
Q88/ 2025-26

**SUPPLY, INSTALLATION AND COMMISSIONING OF AIR CONDITIONING UNITS FOR THE
ENDUMENI LOCAL MUNICIPALITY**

As per Specification in Document

1. No late submission of quotation will be considered.
2. No quotations sent or submitted by facsimile, telex, telegram, or electronic mail will be accepted.
3. The procurement process will be in terms of the Endumeni Supply Chain Management policy as approved by Council.
4. The Municipality is not obliged to accept the lowest or any quotation.
5. **All bidders must sign the delivery register situated by reception or with security.**
6. As per section 38(d) (I) & (ii) of Endumeni Municipality's Supply Chain Management Policy, bidders or any of its directors who are in arrears with their rates and taxes for more than three months or who have failed to perform satisfactorily on a previous contract in the last five years, will not be considered.
7. The supplier, as reference, is required to provide the company profile about the services that had been rendered by the same company to different institutions.
8. Documents for formal written quotation will be available from the **Finance Department – Mr S Sonpal (Sunil), Ms. S Kunene (Sma) or Ms H Khathi (Hlengiwe)** Room 14, Civic Centre, 64 Victoria Street, Dundee from **08h00 to 15h30**, upon payment of a non – refundable deposit of **R100.00 per set of documents.**

For further details/enquiries regarding this project, you are welcome to contact **Mr. S.E NDIMA** at the Endumeni Municipality, (Civic Centre Dundee) on **034 4920538**

LIST OF RETURNABLES	YES/NO	SIGNATURE
Company Registration Document.		
Valid Tax Compliance and Pin.		
Fully Completed MBD1, MBD1 – Part B, MBD 3.1, MBD 4, MBD 6.1, MBD 8 and MBD 9.		
ID copies of Directors and Members of Company.		
Company/Director's Statement of Municipal Rates not older than 3 Months OR Company/Director's Lease Agreement that contains Statement of Municipal Rates OR Proof of Residence if the company/ director resides/operates from a rural area. The attached must correspond with the preferred address on the CSD. If the attached does not correspond with preferred address on CSD, bidders will be DISQUALIFIED .		
Proof of similar work conducted previously indicating supply, installation and commissioning of air conditioners: 3 x Purchase Orders/Reference Letters or Appointment Letters.		
Proof of SARACCA Registration or Membership for Safe Handling.		
Copy of a Detailed Central Suppliers Database Report.		

- **Should the bidder not attach the abovementioned supporting documents then his/her quotation will not be considered.**

Sealed quotations outwardly marked "Quotation Number: Q88/2025-26 "SUPPLY, INSTALLATION AND COMMISSIONING OF AIR CONDITIONING UNITS FOR THE ENDUMENI LOCAL MUNICIPALITY", should be deposited into the quotation box on or before 14h00, WEDNESDAY, 01 APRIL 2026 at Endumeni Municipal Offices, Civic Centre, 64 Victoria Street, Dundee, for the attention of the undersigned. All quotations will be entered into a register and opened in public.



Mr T. Manda
Acting Municipal Manager
Endumeni Municipality
Private Bag 2024
Dundee
3000

Notice No:44/2026

Date: 29/03/26