



ENDUMENI LOCAL MUNICIPALITY
RFP No.:Q41/2017-18

“REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS – REQUEST FOR PROPOSALS TO FACILITATE A THREE DAY 2018/19 STRATEGIC PLANNING SESSION “

Endumeni Municipality hereby calls for proposals from suitably qualified and experienced service providers to facilitate a three (3) day Strategic Planning Session as per Terms of Reference.

1. Quotations/ proposals submitted late will not be considered.
2. No quotations/proposals sent or submitted by facsimile, telex, telegram or electronic mail will be accepted.
3. The Municipality is not obliged to accept the lowest or any quotation.
4. As per section 38(d) (i) & (ii) of Endumeni Municipality’s Supply Chain Management Policy, bidders or any of their 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.
5. No quotations will be considered from persons in the service of the state.

Quotations will be adjudicated in terms of the Council Supply Chain Management Policy on the 80/20 Preferential Point System. It is therefore compulsory that the MBD documents be used.

Quotation enquiries must be directed to the **SCM Office on Tel: 034 212 2121 Ext 2265** and technical enquiries may be directed the **Acting Manager: IDP/PMS Services – Ms Z. Sangweni (Zama) on Tel: 034-212 2121 Ext 2273** during normal Office Hours (7h30 – 16h00 – Mondays – Fridays).

The terms of reference for compilation of your proposal will be available as from (13 November 2017) on the Endumeni Municipality website (www.endumeni.gov.za).

The proposals clearly marked: **“Q41/2017-18: REQUEST FOR PROPOSALS TO FACILITATE A THREE DAY 2018/19 STRATEGIC PLANNING SESSION”** should be submitted in the quotation box on or before **14h00, Tuesday 21 November 2017** at Endumeni Municipal Offices, 64 Victoria Street Dundee, for the attention of the undersigned. Thereafter proposals will be opened in public. Interested and affected parties are invited to attend the opening of the proposals.

Mr L.B. Mphahlele
Acting Municipal Manager
Endumeni Municipality
Private Bag 2024
DUNDEE
3000

Notice Number: 175/ 2017

09 November 2017