

**INVITATION TO BID**

**THE CAPE TOWN INTERNATIONAL CONVENTION CENTRE INVITES QUOTATIONS FOR RFQ NO. 001/2024: Manufacture And Supply Of Table Linen & Napkins.**

Suitably qualified, experienced and registered companies are hereby invited to submit proposals to the Cape Town International Convention Centre (CTICC) for the following quotation:

BID NUMBER & DESCRIPTION	SCORING MECHANISM	TENDER DOCUMENT COLLECTION DETAILS		
		DATE	TIME	VENUE
<b>RFQ 001/2024: MANUFACTURE AND SUPPLY OF TABLE LINEN &amp; NAPKINS.</b>	80/20  80 = PRICE 15 = B-BBEE STATUS 5 = LOCALITY: WESTERN CAPE	AS OF 27 <sup>TH</sup> OF MARCH 2024	10H00	PLEASE REQUEST A COPY OF THE DOCUMENT VIA E-MAIL.

The following personnel may be contacted only in writing in respect of enquiries with the subject line:

- **“RFQ NO. CTICC 001/2024– Enquiries”**
  - General Enquiries: Charlene de Waal at [charlened@cticc.co.za](mailto:charlened@cticc.co.za)

Bidders not registered on the CTICC Database or the Central Supplier Database are not precluded from submitting quotations but must be registered prior to the award of the quotation in order to be responsive.

To ensure that bids are not invalidated, bid documents must be completed in accordance with the terms and conditions stated on them. The completed original bid documents must be placed in a sealed A4 envelope – clearly stating the bid number and name of tender. The sealed bids must be deposited into **“RFQ BOX”** situated at the reception area on the ground floor of the Cape Town International Convention Centre 1 (1 Lower Long Street, Convention Square, Foreshore, Cape Town).

**CLOSING DATE AND TIME FOR BID: FRIDAY, 12<sup>TH</sup> APRIL 2024 AT 12:00**

All bids received will be opened in public, late proposals and proposals submitted by e-mail or fax will under no circumstances be accepted. The CTICC reserves the right to withdraw any proposal, invitation and/or to re-advertise or to reject any proposals or to accept any part of it. The CTICC does not bind itself to accepting the lowest bid or to award a contract to the bidder who scores the highest number of points.

Requirements for sealing, addressing, delivery, opening and assessment of tenders are stated in the Quotation Data.