

INXUBA YETHEMBA
UMASIPALA WASEKHAYA / PLAASLIKE MUNISIPALITEIT /
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“A coherent developmental municipality putting people first and providing a better life for all its citizens”

REQUEST FOR QUOTATION

| | |
|----------------------|---|
| To: | ALL PROSPECTIVE SERVICE PROVIDERS |
| Project Name: | HIRING OF A MARQUEE TENT AND CHAIRS. |
| Requestor: | INXUBA YETHEMBA MUNICIPALITY |
| QUOTATION NO. | IYM01/11/2025Q |
| NOTICE NO. | 175/2025 |
| Advert Date: | 05 NOVEMBER 2025 |
| Closing Date: | 12 NOVEMBER 2025 |

SPECIFICATION

SPECIFICATION AND PRICING SCHEDULE: Spec for Marquee tent:

Ntent Alpine 30x20 – Specification

Type: High-Peak (Alpine Style)
Size: 30ft x 20ft (9.14m x 6.10m)
Coverage: 600 sq ft (≈55.7 m²)
Peak Height: ±18–20ft
Capacity: 600–1000 people

Structure

- Anodized aluminum frame with galvanized steel fittings.
- Modular high-peak design with center mast
- Wind load: up to 100 km/h
- Anchoring: stakes or concrete ballast

Canopy & Walls

- 650 gsm PVC-coated fabric, waterproof, UV-resistant, flame-retardant
- Options: solid white, clear, or windowed sidewalls
- Height: 8ft standard

Aluminium stage (Size 10 x 4)
Hight 500 to 700
Stage with ramp and steps

, with 4 fire extinguishers, 2 emergency exit and COC engineers' certificate onsite.

NB:

- Service provider to provide own Transport and labour to setup and take down equipment after event.
- Hiring of the marquee tent and 500 chairs for 1 day.

| No. | Description of Goods or Service | Quantity | Unit Price | Total Price |
|-----|---|----------|------------|-------------|
| 1. | Hiring of marquee tent for 1 day. Ntent Alpine 30x20 | 1 | | |
| 2. | 500 plastic chairs with 100 chairs covered with black chair covers. | 500 | | |
| | Vat @ 15% | | | |
| | TOTAL | | | |

Evaluation criteria

The quotes will be evaluated using the 80/20 preferential point system.

- 20 points will be allocated as follows:

Locality: 50%

| Locality | Number of Points 80/20 |
|--|------------------------|
| Enterprise within Inxuba Yethemba Local Municipality | 10 |
| Enterprise within Chris Hani District Municipality | 8 |
| Enterprise within Eastern Cape | 5 |
| Enterprise within South Africa | 2 |
| Enterprise from outside of South Africa | 0 |

- Municipal Account must be submitted for points to be allocated.

BBBEE: 50%

- 10 points will be allocated to 100% Black owned firms
- BBBEE certificate/ sworn affidavits must be submitted for points to be allocated.

Payment for Services

Payment will be issued with 30 days after goods have delivered.

All relevant information must accompany all quotations submitted. No late or incomplete quotation will be accepted for consideration.

The municipality reserves the right not to accept the lowest or any quotation and no reason for the acceptance or rejection of a quotation will be furnished.

General

- The Inxuba Yethemba Municipality Supply Chain Management policy shall apply
- All prices will be evaluated inclusive of VAT, except where a non-VAT vendor has submitted a responsive bid. In this case, all bids prices will be evaluated exclusive of VAT.
- Certified copies of identity documents of directors.
- Quotations must be signed or annexed with a company stamp.
- Bidders to supply municipal utility bill or lease agreement reflecting status of accounts.
- Bidders to include the following municipal declarations with the quotations: MBD 4 and MBD 9.
- Quotations to be valid for 60 days from the closing date.
- IYM reserves the right to award the quotation in full or part thereof.
- CSD report must be submitted
- SARS Pin or Tax compliance certificate

- All bidders to declare for local content.

- **NB: Submissions of SBD Forms will not be considered and bidders will be disqualified**

Note: Failure to attach the B-BBEE Status Level Certificate will result in the bidder losing the preference points.

Formal written price quotations should be submitted in a sealed envelope, clearly marked "QUOTATION NO: IYM01/11/2025Q (**HIRING OF A MARQUEE TENT AND CHAIRS.**)" which must be placed in the bid box, located at the Registry Office in the IYM offices No. 1 JA Calata Street, Cradock, 5880, **before 12 pm on the closing date of 12 NOVEMBER 2025. No email submissions will be allowed.**

For inquiries regarding the request for Quotation, please contact the Project Manager, Ms. N. Vabaza at 048 801 5043 or email mm@iym.gov.za

All suppliers are required to register on the Central Supplier Database (CSD), as well as submit a Declaration of Interest form (available from the Supply Chain Office). Information on the CSD is available on the CSD website: www.csd.gov.za.

Should you have SCM-related inquiries please contact the **Supply Chain Management Unit;**

- Tandelwetu Petelo (048) 801 5159 or email tpetelo@iym.gov.za

CLOSING DATE : 12 NOVEMBER 2025 AT 12H00