



LEJWELEPUTSWA DISTRICT MUNICIPALITY

Office of the District Municipal Manager

Cnr. Jan Hofmeyer & Tempest Road

P.O. Box 2163

WELKOM

9460

RFQ NO. 556/11/2023

REQUEST FOR VIDEO PRODUCTION

Lejweleputswa District Municipality hereby requests quotation from reliable and reputable service provider to provide Video Production

1. Recording
2. Editing
3. Visiting the sites
4. Pre-Video and compilation produced
5. Pre-Video to be approved
6. Duration 5 minutes each video
7. Supply the Municipality with two video each as the final product

Quotations must be submitted on the letterhead of your business and must be hand delivered or posted for the attention of:

Mrs. M.E Mashele
Lejweleputswa District Municipality
Supply Chain Management Unit
CNR Jan Hofmeyer and Tempest Road,
Welkom
9460

The Following Conditions will apply:

- Price(s) quoted must be valid for at least thirty (30) days from date of your offer
- Price(s) quoted must be firm and inclusive of VAT
- Bidders must attach quotation with a letter head of the company when submitting bids.
- This bid will be evaluated in terms of the **80/20** preference point system in terms of LDM Preferential Procurement Policy of 2022 and Supply Chain Management Policy, and for this purpose the **MBD1, MBD4, MBD6.1, MBD8 and MBD9** must be scrutinized, completed and submitted together with your bid. **Non-adherence to this request will lead to disqualification.**
- In order to claim preference points for specific goals. **1. B-BBEE** (10) a valid original or certified B-BBEE status level verification certificate (SANAS accredited) or a sworn affidavit completed on the DTI format must be submitted to validate the claim. **2. Locality** (10) The tenderer shall submit a Municipal Billing Clearance Certificate/municipal rates and service charges statement (not in arrears for more than 90 days), if renting a lease agreement and owner's copy of up-to-date municipal rates and service charges (not in arrears for more than 90 days). Should the tenderer not be based in the Lejweleputswa District Municipality, he shall submit a Municipal Billing Clearance Certificate issued by the municipality in which he/she is based.
- A valid SARS Tax Clearance Certificate and the tax compliance status pin to be submitted. It is the responsibility of the bidder to ensure that the company's Tax Status remains **complaint** at **ALL** times.
- The National Treasury Central Supplier Database Summary report must be submitted.

NB: No proposals will be considered from the person in the service of the state.
No late proposals will be considered.

Enquiries: Technical - Mr. K. Mqoke - (khaya@lejwe.co.za) 057 101 0187
SCM - Mrs. M.E Mashele - (clarki@lejwe.co.za) 057 101 0187

Closing date: **04 December 2023 @ 16:00 pm**

MR. M.L. MAKHETHA

DISTRICT MUNICIPAL MANAGER