



Newcastle Municipality

Ref No: (T) 9/2 – A027-2019/2020
Enquiries: B. Mdladla
Tel:
Fax: 034 – 328-7821

**Private Bag X6621
NEWCASTLE
2940**

REGISTERED POST

CONCOST CONSULTING

Eventh Street
Ngagane
3080

Tel: 081 576 2385
Email: admin@concost.co.za

Dear Sir/Madam

**INSTRUCTION LETTER - BID NO A027-2019/20 RFQ02: THE PROPOSED URBAN DESIGNS FOR A
PORTION OF THE JBC URBAN (THEKU HAWKER AREA)**

This letter serves to inform you that **CONCOST CONSULTING** has been appointed as preferred bidder for the above-mentioned bid.

The details of this appointment are as follows:

NAME OF BIDDER	BID AMOUNT/PERCENTAGE	DURATION
CONCOST CONSULTING	R200 000.00	03 Months

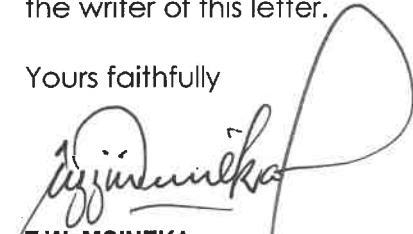
Notwithstanding the above, kindly note the following:

1. Payments due to you will only be made once all contractual documentation are in order which document may include, but not limited to, the provision of guarantees, insurances, signing of the service level agreement, etc.
2. There is no commitment from the Municipality to allocate work in relation to this award as service providers from the approved list will be allocated work as and when work become available.
3. Payments due to you will only be made once all contractual documentation are in order which document may include, but not limited to, the provision of guarantees, insurances, signing of the service level agreement, etc.

4. Payments will only be made following the submission of an invoice for services rendered or goods delivered. Such invoice must be submitted to scm@newcastle.gov.za or delivered by hand to the Supply Chain Management Unit, Office B218, 2nd floor, Newcastle Civic Centre, Tower block, Newcastle Municipality.
5. Where practical, the goods or services must be supplied only on receipt of the purchase order and reference number for such purchase order must be quoted in the invoice for the resultant delivery. All requests for delivery of goods or services without a purchase order must only be delivered on approval by the Director: Supply Chain Management.

We look forward to you making necessary arrangements to sign the contract (MBD 7) by contacting the writer of this letter.

Yours faithfully



Z.W. MCINEKA
MUNICIPAL MANAGER:
NEWCASTLE MUNICIPALITY

DATE 08/08/2023