



KWAZULU-NATAL PROVINCE
ECONOMIC DEVELOPMENT, TOURISM
AND ENVIRONMENTAL AFFAIRS
REPUBLIC OF SOUTH AFRICA

Private Bag X9152, PIETERMARITZBURG, 3200
270 Jabu Ndlovu Street, Pietermaritzburg, 3200
Tel: 033 264 2500 Fax: 033 264 2864

INVITATION TO QUOTE FOR SUPPLY / SERVICE

You are hereby invited to quote for **CONSUMER AWARENESS AND EDUCATION CAMPAIGN** to be delivered at **HARRY GWALA DISTRICT WARD 06, LOOTS PORTS GROUND** on the **21ST of SEPTEMBER 2023**.

QUOTATION NUMBER: 2023081403

Closing Date and Time: 29/08/2023 at 11:00 AM

QUOTATIONS SHOULD BE:

Emailed to scmquotations11@kznedtea.gov.za or deposited into the quotation box situated at main foyer at 270 Jabu Ndlovu Street, Pietermaritzburg on or before closing date and time.
If quotation is late, it will not be accepted for consideration.

DESCRIPTION OF SUPPLY / SERVICE: Consumer Awareness and Education Campaign at Harry Gwala Ward 06, Loots Sports Ground.

NB: Quotation to be submitted on the specification form attached

No.	Description of Item	Quantity	Price	Total
1	Consumer Awareness and Education Campaign	01		
			Sub-total	
			Plus 15% VAT	
			TOTAL	

NB: 1. ONLY VAT REGISTERED SUPPLIERS TO CHARGE 15% VAT.

2. VAT REGISTRATION NUMBER:

VALIDITY PERIOD FOR QUOTATION IS THIRTY (30) DAYS.

DELIVERY PERIOD:

() CALENDAR DAYS FROM DATE OF ORDER

Central Suppliers Database No: _____

REGISTERED SUPPLIER'S NAME

SUPPLIER'S SIGNATURE

PHYSICAL ADDRESS: _____

Enquiries: Mr Tshepiso Selepe : 079 505 2402
Mr Lindelani Njapha : 073 146 1629 / 033 264 2734

CONDITIONS OF QUOTATIONS AS PER PROVINCIAL TREASURY REGULATIONS ARE APPLICABLE TO THIS QUOTATION AND ARE AVAILABLE FROM THE DEPARTMENT UPON REQUEST.

Company stamp

DATE



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SPECIFICATION FOR THE CONSUMER AWARENESS AND EDUCATION CAMPAIGN

DATE: 21 SEPTEMBER 2023

VENUE: HARRY GWALA DISTRICT WARD 06, LOOTS SPORTS GROUND

NO.	NEED	QUANTITY	UNIT PRICE	TOTAL PRICE
1	CATERING FOR COMMUNITY Community catering: Lunch to be served at 12:00 • Rice • Chicken curry (to accommodate 2500 people) • Beef curry (to accommodate 2500 people) • 2 Salads (Coleslaw and Beetroot) • 300ml 100% fruit juice (assorted flavours) NB: Food is to be served in an environmentally friendly disposable container, the list of service providers will be provided by Dept, a plan for how to feed the community	5000	R150.00	R750 000.00

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2	CATERING FOR EXHIBITORS & STAKEHOLDERS			
	Breakfast to be served at 09:00 - Freshly prepared assorted sandwiches and muffins - Assorted Samosas - Drumettes - Meatballs - Tea and coffee 300ml 100% fruit juice (assorted flavours)	300	R80.00	R24 000.00
3	WASTE DISPOSAL			
	Toilets for the physically challenged with toilet paper	02		
	Toilets for the community (04 for females and 04 for males)	08		
	2 Ply Toilet rolls 48's	04		
	Refuse black Bags 20 per pack (750mmx950mm) 80L capacity 25 microns	30		
4	GENERATOR/POWER SUPPLY			
	100 KVA 63amp power distributor industrial Generator	01		
5	SOUND & PUBLIC ADDRESS SYSTEM			
	Sound system, PA system to accommodate 5000 people NB:	01		

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	• must be tested before event starts • sound system with adequate wattage with (company must provide technician to set up and operate the system) • electrician to be available on site (cables and extension cord to be available) • Provide certificate of compliance on site that is signed and approved by the Engineer • Plug points				
	Standing mic		01		
	Roving mics		02		
	Podium		01		
	Entertainment stage accommodate 20 people		01		
	Stage to accommodate 20 people (for people on stage and front row)		01		
6	PUBLIC TRANSPORT				
	Taxis to be provided to transport community to and from areas within Harry Gwala Municipality and surrounding areas. • 16-Seater Taxi (Taxi routes will be provided by the Municipality)		250 Taxis		

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7	SECURITY		150	R150	R22 500.00
	Marshalls to assist during event				
	Municipality to coordinate and submit list with the names of Marshalls				
	EDTEA will provide Bibs for the Marshalls.				
	Safety Officer	01		R 15 000.00	R 15 000.00
	Speed Fence 500 metres	01			
	EMRS	01			
	Lightening conductor	04			
8	VIDEOGRAPHY				
	Videographer is required to capture event and production of DVD : • 1 cameras to record the whole function • 15-20 minutes DVD edited version of the event • 1 x copies of 15 minutes edited version • 1 x unedited copies for the whole event	01			
9	ENTERTAINMENT				
	2 x Local Artist @ R5 000.00 each (Department to provide quotation)	02		R5 000.00	R10 000.00

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	Eduainment		01		R40 000.00	R40 000.00
	(Department to provide quotation)					
10	TABLES AND CHAIRS					
	Tables and Table clothes		8			
	Chairs without covers		5000			
11	MARQUEE					
	Frame Community Marquee to accommodate 5000 people with social distancing		01			
12	FRAME MARQUEE FOR EXHIBITION					
	12m x 3m Marquee		01			
13	FRAME MARQUEE FOR COMMUNITY SERVICES					
	6m x 9m Marquee		01			
14	JOG MARQUEE					
	Marquee to accommodate 20 people		01			
15	DÉCOR FOR THE MARQUEE					
	Décor for the marquee		01			
For enquiries please contact Tshepiso Selepe on 079 505 2402 or Thembeka Ndlovu on 066 054 5331						
SUB-TOTAL PRICE						
VAT (only include if VAT registered)						
GRAND TOTAL PRICE						

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Name of Company.....

Name of Representative.....Designation.....

Authorized Signature.....

Date.....

Validity period:

VAT Vendor Number.....(if applicable)

Banking details same? Yes..... No.....(please indicate with a tick)

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CONTRACT FORM - PURCHASE OF GOODS/WORKS

THIS FORM MUST BE FILLED IN DUPLICATE BY BOTH THE SUCCESSFUL BIDDER (PART 1) AND THE PURCHASER (PART 2). BOTH FORMS MUST BE SIGNED IN THE ORIGINAL SO THAT THE SUCCESSFUL BIDDER AND THE PURCHASER WOULD BE IN POSSESSION OF ORIGINALLY SIGNED CONTRACTS FOR THEIR RESPECTIVE RECORDS.

PART 1 (TO BE FILLED IN BY THE BIDDER)

1. I hereby undertake to supply all or any of the goods and/or works described in the attached bidding documents to **KZN Department of Economic Development, Tourism and Environmental Affairs**..... in accordance with the requirements and specifications stipulated in bid number..... at the price/s quoted. My offer/s remain binding upon me and open for acceptance by the purchaser during the validity period indicated and calculated from the closing time of bid.
2. The following documents shall be deemed to form and be read and construed as part of this agreement:
 - (i) Bidding documents, viz
 - Invitation to bid;
 - Proof of tax compliance status;
 - Pricing schedule(s);
 - Technical Specification(s);
 - Preference claim form for Preferential Procurement in terms of the Preferential Procurement Regulations;
 - Bidder's Disclosure form;
 - Special Conditions of Contract;
 - (ii) General Conditions of Contract; and
 - (iii) Other (specify)
3. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the goods and/or works specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.
4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfillment of this contract.
5. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.
6. I confirm that I am duly authorised to sign this contract.

NAME (PRINT)

CAPACITY

SIGNATURE

NAME OF FIRM

DATE

WITNESSES

1.

2.

DATE: