

Address of Registered office:
Old Government Printers
No. 5 Textile Road
Vulindlela Heights
Mthatha
5099

Postal Address
P.O. Box 1134
Mthatha, 5099



Tel : +27(0) 47 531 0346
Fax : +27(0) 47 531 4121

Email : info@ntinga.org.za

Website : www.ntinga.org.za

Request For Quotations

Notification date: 24/08/2023

**ADVERTISEMENT: RFQ NO - 07/08/2023
(SUPPLY AND DELIVERY OF CLEANING MATERIAL FOR NTINGA HEAD OFFICE)**

Ntinga O.R. Tambo Development Agency SOC LTD invites registered, qualified and experienced Bidders to submit detailed quotations for the **SUPPLY AND DELIVERY OF CLEANING MATERIAL** for a period of **one (1) year** starting from **01 October 2023**. The cleaning material will be supplied on an ad-hoc basis as per the list below.

ITEM DESCRIPTION	Quantity
1. 2 Ply Baby Soft Toilet Paper - Kleenex/Similar	6 x 48s
2. Fresh Hygiene Cleaner - Domestos/ Similar	3x 3ltrs
3. Liquid Dishwashing Soap- Sunlight/Similar	1x 5ltrs
4. Toilet Air-freshener Sprays 300 ml	4 Pkt of 6s
5. (Aerosol) Furniture Polish- Mr Min/Similar	4 Pkt of 6s
6. Odourless Insect Killer Sprays- Doom/Similar	1 Pkt of 6s
7. Heavy Duty Black Refuse Bags	2 x Pack of 20
8. Kitchen Swabs	1 x Pack of 5
9. Dusting Cloths- Yellow Duster/Similar	1x Pack of 5
10. Toilet Brushes with holders (sets)	4 sets.
11. Office Dust Bins	4x 25ltrs
12. Wet Cleaning Mops	2
13. Office Brooms	2
14. Durable Hand gloves	1 Box of 100

NB.... Where the Agency requires an item not listed on this list of common items the bidder is requested to show in their markup percentage for any other items not listed.

Ntinga O. R. Tambo Development Agency SOC Ltd: A Municipal entity of the O.R. Tambo District Municipality (Reg. 2016/272582/30)
Directors: Dr L. L. Ndabeni (Chairperson), Dr N.T Ndudane, Mr T Yako, Mr. L Mbiko (CEO), Adv. S Mancotywa, Z.W Xalisa
M.J Sikhosana, Mr. M.P Madikiza, Ms. S Ndlondlwana (Company Secretary).

EVALUATION CRITERIA

Price and Preference

Quotations will be evaluated according to the 80/20-point system in compliance with Preferential Procurement Policy Framework Act (5/2000). And preferential procurement regulations 2022.

Points	Price and Preference	Proof to be Attached to claim full points
80	Price	N/A
20	Specific goals	
Bidders are to score specific goals as follows:		
5	Women	Attach ID copies of all directors of directors claiming specific goals; for bidders to obtain full points the percentage of equity held must be 51% or more
5	Youth	Attach ID copies of all directors of directors claiming specific goals; for bidders to obtain full points the percentage of equity held must be 51% or more
5	Disabled	Attach proof from a registered doctor/physician for a bidder to obtain full points the percentage of equity held must be 51% or more
5	Rural	Attach proof of residence of the business/lease agreement: Village. Settlement/Semi-town
100		

Note: Quotation must include a detailed breakdown of all costs involved in the provision of the goods/service.

Terms and conditions:

- Quotations will be evaluated according to the 80/20 point system in compliance with PPPFA.
- The quotation should include company registration number, tax reference number/ tax pin, valid tax clearance certificate, vat registration no, quotation validity period, delivery period, signature. **FAILURE TO SUPPLY ALL THE ABOVE REQUESTED INFORMATION WILL RENDER YOUR QUOTE INVALID / NON RESPONSIVE**
- Ntinga O.R. Tambo Development Agency Supply Chain Management Policy will apply available for download www.ntinga.org.za

- Ntinga O.R. Tambo Development Agency does not bind itself to accept the lowest price quotation or any other quotation and reserves the right to award the whole or part of the quotation.
- Original or certified copy of BBBEE Certification should be attached if not attached your quotation will score zero for preference points.

Quotations clearly marked "**RFQ 07/08/2023 SUPPLY AND DELIVERY OF CLEANING MATERIAL**" may be emailed to rfq@ntinga.org.za. and/or deposited in a bid box placed in the Reception Area in O.R. Tambo Offices at the following address: OLD GOVERNMENT PRINTERS, No.05 Textile Road, Vulindlela Heights, Southernwood, Mthatha, 5099. Late quotations will not be considered. **Closing Date Friday, 1 September 2023 at 12:00. For enquiries and delivery directions please contact Mrs. Rozani at 0722476858 and/or at sizekar@ntinga.org.za .**

Approved by;

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S.Sentwa-Chief Financial Officer

23/08/2023
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Date