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**REQUEST FOR FORMAL WRITTEN PRICE QUOTATION: RQ – 30/11/2020**

RQ NUMBER	DESCRIPTION	PREQUALIFICATION CRITERIA	LOCAL CONTENT REQUIREMENT	EVALUATION CRITERIA	ENQUIRIES	CLOSING DATE
RQ-30/11(1)	<b>COMPILATION OF EMPLOYMENT EQUITY REPORT</b>	None	N/A	80/20 80-Price 20- B-BBEE	Crystal Geweldt 053-5410014 <a href="mailto:quotations@tokologo.gov.za">quotations@tokologo.gov.za</a>	Date: 07 December 2020 Time: 16:00
RQ-30/11(2)	<b>REVIEW OF PERFORMANCE MANAGEMENT FRAMEWORK 2020-2021</b>	None	N/A	80/20 80-Price 20- B-BBEE	Crystal Geweldt 053-5410014 <a href="mailto:quotations@tokologo.gov.za">quotations@tokologo.gov.za</a>	Date: 07 December 2020 Time: 16:00

**The following terms and conditions shall apply:**

- Quotations must be in the letterhead of the Prospective Service Provider.
- The prospective service provider must be registered on the Central Supplier Database.
- No quote will be accepted without Valid Tax Clearance Certificate, declarations (to be downloaded from Tokologo website at [www.tokologo.gov.za](http://www.tokologo.gov.za)) and B-BEE Certificate or sworn affidavit.
- Prices on quotation must be valid for 30 (thirty) days from quotation date.
- Delivery must be done to Boshof Offices.
- Prospective Service Provider must indicate delivery dates from receiving the official order from the Municipality (Delivery be done within 10 workings days after receiving official signed order form from the Municipality).
- No payment will be made (in full partially) prior to delivery of all the required goods.

**Additional Notes/Specifications if Any: Not**

**Applicable**

**Please Note:**

**Non-adherence to any of the above conditions may lead to your quotation not to be considered.**

**Council reserves the right to not make an appointment on an advertised request for quotation.**

**Bidders are required to, together with their quotations submit a copy of a valid B-BBEE certificate to substantiate their B-BBEE rating claims. Exempted Micro Enterprise must submit a certificate issued by registered accounting officers with a practice number or a sword Affidavit.**