



Address all correspondence to the Municipal Manager

Dipaleseng Municipality

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REQUEST FOR QUOTATION

Date: 18 JUNE 2020

REF: RFQ 38

Provision of transcribed records.

Quotations are hereby invited from the accredited services providers to transcribe the record of disciplinary hearing proceedings

Specifications

- Transcribe 25 hours of recording.

The 80\20 preference point system will be used when evaluating the quotation, which is in terms of PPPFA and the SCM policy of the municipality.

Service providers must be registered with the Central Supplier Database www.csd.gov.za for their quotations to be considered.

PRE-QUALIFICATION FOR PREFERENTIAL PROCUREMENT (PPPFA 05 of 2017)

- BBB-EE CERTIFICATE, CSD & DECLARATION OF INTEREST SHOULD ACCOMPANY THE QUOTATION.

Duly completed RFQ's must be marked: **ACTING MUNICIPAL MANAGER, DIPALESENG LOCAL MUNICIPALITY "PROVISION OF TRANSCRIBED RECORDS."** must be emailed to the following email address: mokoemat@dipaleseng.com/ mashianed@dipaleseng.com, not later than 12H00 on Wednesday 24 JUNE 2020.

Dipaleseng Municipality will avail recordings to the appointed service provider.

Late submission will not be accepted and Dipaleseng Local Municipality does not bind itself to accept the lowest or any submitted quotation. Dipaleseng Local Municipality reserves the right to accept a quotation as a whole.

Enquiries: Ms Dikeledi Mashiane 071 282 9446 / Mr Tsietsi Mokoena 071 470 6437

Mrs N.B KHANYE
ACTING MUNICIPAL MANAGER