

MALUTI A PHOFUNG MUNICIPALITY



NOTICE NUMBER: 16/2012

BID NO. SCM/BID32/2011/12

REQUEST FOR PROPOSAL: ADVERTISING AGENCY SERVICE FOR PERIOD OF 3 YEARS

Maluti-a-Phofung hereby invite proposals from professional service provider for advertising agency service for period of 3 years.

Requirements:

- Original valid company tax clearance certificate must be attached.
- Certified copy of company registration certificate (**certified by SAPS**) reflecting active members (Except for sole traders and partnerships) must be attached.
- All supplementary forms including municipal rates and taxes clearance certificate form contained in the bid documents must be completed in full or (submit a proof that the municipal rates and taxes are not in arrears for more than three months).
- Copy of company profile and proposal must be attached.
- Sealed Bids should clearly indicate: **proposals from professional service provider for advertising agency service for period of 3 years - Bid number: SCM/BID32/2011/12**

Closing date: **23rd of March 2011 at 14h00 pm**

Bid Box: Bid Box No. "A"
Maluti-a-Phofung Municipality
Setsing Business Centre
C/O Moremoholo & Motlounge streets
Phuthaditjhaba

Supply chain enquiries (058) 718 3869/1130

Technical Enquiries: Mr J. Matlakala (058) 718 3708

Please note:

1. **No bids will be accepted from persons in the service of the state.**
2. Bid documents will be obtainable as from **Friday the 24th of February 2012** after **10h00 am** from the cashiers point, Phuthaditjhaba offices upon payment of a **R 200.00** non-refundable fee (cash or bank guaranteed in favour of Maluti-a-Phofung Municipality)
3. No telegraphics, telefaxes and late Bids will be accepted.
4. Municipality is not bound to accept the lowest Bid, as part of any Bid.
5. Municipal Supply chain management policy and Preferential Procurement policy Framework Act No 5 of 2000 (90/10 preferential points allocation system in line with revised Procurement Regulations of 2011 by using the balance scorecard methodology) will be applied.
6. Only one submission for this bid will be considered from the bidder.
7. Failure to comply with the above mentioned conditions may invalidate your bid.
8. Should you not receive any correspondence from us within 90 days from the date of closing of tender regard your bid as unsuccessful.
9. Communication will be limited to the successful bidder.

MR. R.S KAU
MUNICIPAL MANAGER