



UMZIMVUBU
LOCAL MUNICIPALITY

Person dealing with this matter: Mr. N. Zibi

Date: 17/11/2014

Request for Quotation

The Umzimvubu Local Municipality invites interested service providers to provide us with quotation FOR SUPPLY AND DELIVERY OF 54 CONFIRMATION BOOKS FOR 27 WARDS AS PER THE SPECIFICATION.

PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT OF 2011 WILL BE APPLYING AS FOLLOWS:

PRICE: 80

BBB-EE: 20

Closing Date for submissions is 25/11/2014 @ 12:00 noon.

For any enquiries and specification, please contact Supply Chain Management Office @ Tel: 039 255 8555.

NB: NO QUOTATION(S) WILL BE CONSIDERED FROM PERSON(S) IN THE SERVICE OF THE STATE AND COMPAN(Y)NIES NOT REGISTERED IN THE ULM SUPPLIER DATABASE.

THE FOLLOWING MUST BE ATTACHED: ORIGINAL OR CERTIFIED COPY OF THE CK DOCUMENT SHOWING ALL DIRECTORS, CERTIFIED COPY OF THE BBBEE VERIFICATION CERTIFICATE, DECLARATION OF INTEREST AND A VALID ORIGINAL SARS TAX CLEARANCE CERTIFICATE. FAILURE WILL RESULT IN DISQUALIFICATION.

SUBMISSION ARE TO BE MADE AT THE QUOTATIONS BOX AT SCM OFFICE. QUOTES SUBMITTED ELECTRONICALLY WILL NOT BE ACCEPTED.

.....
MR GPT NOTA

MUNICIPAL MANAGER

813 Main Street, Mount Frere
P/Bag 9020, Mt Frere, 5090
T. 039 255 0166| F. 039 255 0167
www.umzimvubu.gov.za

UPHULISO KUMNTU WONKE





UMZIMVUBU
LOCAL MUNICIPALITY

Council Department

MEMORANDUM

TO : SCM
FROM : Office of the Speaker
DATE : 11 November 2014
SUBJECT : SPECIFICATION FOR THE BOOKS FOR WARD CONFIRMATION
FILE NUMBER : 5/9/4

This letter serves to request and give specification for Ward Proof of Residents Books. The said books are requested to be printed as follows:

- Hard Cover with UMZIMVUBU LOGO, written the name of the Ward(e.g. Ward 01)
- Each book must have the name of the Ward Councillor for that Ward and the contact details
- The book must be a duplicate (Original page and copy). The original page to a color page
- Must have 200 pages or more
- The Centre page to have a water-mark of the ULM Logo
- At the bottom of the page must be written "NOT FOR SALE" in burgundy to match the ULM logo Colors

Kindly note that the each Ward has two format, therefore in total 54 books are needed.

Find the attached format in Color and the contact details of the Ward Councillor. For more details do not hesitate to contact my office at 039 255 8503.


Yours Faithfully

Y. CHAPA
PA TO THE SPEAKER

APPROVED BY 
S. KULU
MANAGER SP AND COMMUNICATIONS

813 Main Street, Mount Frere
P/Bag 9020, Mt Frere, 5090
T. 039 255 0166| F. 039 255 1553
E. yolisa.capa@umzimvubumun.org.za | www.umzimvubu.gov.za

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OFFICE OF THE SPEAKER

ENQ : Cllr. Z.B. MTEBELE

REF :

Date:

DEAR SIR/MADAM

CONFIRMATION LETTER

I hereby confirm

That (Surname, Name(s)).....,

ID NO/Date of birth.....is

A resident of Ward 12 under the jurisdiction of Umzimvubu Local Municipality, she/he is residing at the following

Address.....
.....

In need I can be contacted at: 079 4967 287.

Thanking you in great anticipation.

Yours faithfully

..... (Ward Councillor)

CLLR. Z.B. MTEBELE

NOT FOR SALE

UPHULISO KUMNTU WONKE





UMZIMVUBU
LOCAL MUNICIPALITY

WARD 12

To : _____
Date : _____
Name : _____
Surname : _____
Identity Number : _____
Residential Address : _____

Mount Frere
5090

“I, _____, a duly authorized representative of Umzimvubu Municipality, hereby confirm that, according to the records held with this office, the abovementioned person resides at the above mentioned address.”

Should you require further information, I can be contacted at:
Cell: _____

Yours faithfully

Z.B. MTEBELE
WARD COUNCILLOR

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