SEDIBENG DISTRICT MUNICIPALITY

FORMAL WRITTEN QUOTATION

BID NO.:	DESCRIPTION	CONTACT PERSON
8/5/2/2-2026	**Appointment of Service Providers for Catering Services for World Aids Day 2026.**	**Ms. Tsakani Mabasa** **Cell.: 078 856 4896** **Email:** tsakanim@sedibeng.gov.za

The employer is the **Sedibeng District Municipality.**

The physical address for collection of tender documents is the office of Sedibeng District Municipality, Third Floor, Cashier's Office, Corner Leslie & Beaconsfield Avenue, Vereeniging.
(Contact Person: Sibulele Zwedala at SibuleleN@sedibeng.gov.za OR 016 450 3195 for SCM Enquiries**)**

Documents will be available for download on the municipal website www.sedibeng.gov.za/tenders from **Thursday, 12 November and during weekdays thereafter.**

The closing time for receipt of bid tender document is **12:00am on Thursday 19 November 2026**. Telephonic and late tenders will not be accepted.

Tenders, completed as prescribed, shall be sealed in an envelope marked with the bidder's address, Tender No. and Description and be deposited in the **TENDER BOX at Sedibeng District Municipality, Cnr Leslie and Beaconsfield Avenue, Vereeniging. (The tender box is outside the building, ground floor).**

Bidders must take note of the following:

- ✓ Bids must only be submitted on the bid documentation provided by the Sedibeng District Municipality;
- ✓ Bids will be evaluated according to the **80/20** preferential points system;
- ✓ Persons in the service of the state are not allowed to bid;
- ✓ The lowest or any other bid will not necessarily be accepted and the Municipality reserves the right to accept the whole bid or part thereof, or not to accept any bid;
- ✓ Late, unsigned, or incomplete bids will be disqualified;
- ✓ Bidders are requested to submit **two copies** (one copy and one original). Each copy must be clearly marked **"copy"** and **"original"**;
- ✓ Bidders that are not registered on the Database will result to the tender being "**Non Responsive"**
- ✓ Bidders are requested to read and take note of the "Information to Bidders" attached on the bid document;
- ✓ All prospective suppliers are requested to attach their **Central Supplier Database (CSD)** registration number;
- ✓ The **CSD Summary Report** must be attached to the tender document submitted to Sedibeng District Municipality Main Building;

- ✓ Bidders who are not registered on the CSD are requested to contact National Treasury at csd@treasury.gov.za or on 012 406 9222 for any assistance / Sedibeng District Municipality Tender Advisory Helpdesk on **066 472 72 53**
- ✓ Bidders must ensure that the company status is "**In business"** with the Company and Intellectual Property Commission **(CIPC);**
- ✓ Bidders are requested to read and take note of the "information to Bidders" attached on the bid document;
- ✓ Bidders are required to submit original or certified copies of B-BBEE Status Level Verification Certificate together with their bids to substantiate their B-BBEE rating claims; and
- ✓ Sworn Affidavit for exempted micro enterprise signed and stamped by Commissioner of Oaths
- ✓ A trust, consortium or joint venture must submit a consolidated B-BBEE Status Level Verification.
- ✓ Registered on Central Supplier Database (CSD)
- ✓ Tax compliant status/ Tax compliance status pin (to enable the municipality to verify the bidder's tax compliance status).
- ✓ Up to date utility account e.g. Municipal Rates & Taxes account or A Valid Lease Agreement (Please note that if the Water and Lights statement is not in the company's name, kindly submit a Lease Agreement between the company and the landlord) with the latest three (03) months proof of payment on the leased property or the property owner's latest account statement.
- ✓ Staff profiling: they must wear uniform, each serving point must have at least 2 people per serving station.
- ✓ The Municipality reserves the right to appoint per category.
- ✓ Note that more than one service provider can be appointed.
- ✓ All service providers are required to quote for all required items.
- ✓ NB: Category "A" will be divided between two (2) service providers
- ✓ All Service Providers should attach a Health Certificate.

Supported / Not Supported

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Ms. M. Masisi
Chief Financial Officer
Date: …….. November 2026

Approved / Not Approved

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Mr. A. Sijadu
Acting Municipal Manager
Date: …. . November 2026