

**CHRISTMAS GIFTS 2018**

**Author :** Pedro  
**Date posted :** 2018-10-29  
**Bid Number :** ERW201810/061

**Description :**

**Accredited, experienced Service providers are hereby invited to supply and delivery of corporate gifts**

**1. SCOPE OF WORKS**

To provide the following corporate gifts:

<b>Description</b>	<b>Quantity</b>
Geometric double wall tumber-screen wrap- 1 colour, 1 position print	400
A5 Matisse midi notebook, debossing, 1 position	300
A4 Matisse midi notebook, debossing, 1 position	300

**1. MANDATORY REQUIREMENT**

A sample compliant with the specification **must** be provided to ERWAT prior to the award of this web tender. **Failure to supply a fully compliant sample will lead to disqualification of your quotation.**

**1. COMMITMENT BY SUPPLIER**

The signature serves as an explicit undertaking to ERWAT that the full quantity of compliant corporate gifts will be delivered on time. Failure to sign will lead to disqualification.

<b>UNDERTAKING BY SUPPLIER</b>	<b>SUPPLIER'S SIGNATURE</b>
<p>The corporate gifts will be delivered on or before 16 November 2018, in the quantity ordered and in terms of the specifications above.</p> <p>Failure to comply with any of the following may result in penalties or termination of the agreement:</p> <ul style="list-style-type: none"> <li>· Delivery date (16 November 2018)</li> <li>· Delivery of full quantity of corporate gifts</li> <li>· Specification</li> </ul>	

**PENALTIES**

If the corporate gifts are delivered after 18 November 2018 or if the full quantity ordered has not been delivered, the Supplier/Contractor will be penalised in terms of Clause 22 of the National Treasury General Conditions of Contract attached hereto in Section 3.

Delivery date for all corporate gifts: On or before 16 November 2018

Delivery address: ERWAT Head Office, Bapsfontein Road Kaalfontein

Pictures are available for viewing at ERWAT Head Office, Reception

**Enquiries** shall be directed to Mpho Ntsekhe at telephone number **011 929 7000** or **mphon@erwat.co.za**.

**Quotation Requirements:**

Work offered that **DO NOT** comply with the specifications will not be evaluated. The successful bidder must register on the ERWAT vendors list. Forms to be downloaded from the ERWAT website.

**Evaluation Criteria** followed to evaluate quotations – Preference points system (PPS) as included in the Preferential Procurement Regulations of:

PPS	Contract value	Formula	Additional Considerations
80/20	Equal to or above R 30 000.00 and up to R 200 000	$Ps = 80(1 - (Pt - P_{min})/P)$ Where Ps = Points scored for price of bid under consideration. Pt = Rand value of bid under consideration. P min = Rand value of lowest acceptable bid.	Maximum of 20 points may be awarded for being HDI, subcontracting with an HDI, and/or achieving specified goals. Above points must be added to points scored for price. Only bidder with the highest points scored may be selected.

**PLEASE NOTE THAT FAILURE TO MEET ANY OR ALL OF THESE REQUIREMENTS WILL LEAD TO DISQUALIFICATION**

- Valid Certified copy or original BBBEE Compliance Certificate;
- Valid Tax Clearance Pin issued by SARS on e-filing;
- Copy of Latest Municipal Account (not older than three months from date of closing);
- Declaration of Interest – MBD 4.2 (Download form ERWAT website/Procurement/Service Provider Registration).
- CSD Registration Number: **MAAA** \_\_\_\_\_

**GENERAL NOTES**

Completed tenders / quotations must be in a **sealed envelope** clearly marked with **contract number and description** and to be hand delivered, in the **TENDER BOX** at the FOYER at ERWAT Head Office, Bapsfontein road, Kempton Park. No e-mail or faxed bids/proposals shall be accepted. Bids/Proposals that are not received on the specific time and date will be marked as late bids/proposals and such bids/proposals will, in terms of the Supply Chain Management Policy of ERWAT, not be considered by ERWAT as valid bids/proposals.

Complete quotation with supporting documents must be sealed and externally endorsed with **CONTRACT NUMBER** and marked **DESCRIPTION** and placed in the Bid Box identified **“Bid for the appointment of a professional Marketing service provider to Conduct a Customer Satisfaction Survey for our customers in Gauteng region.**

” at ERWAT Head Office, Baps

<b>Bid closing date :</b>	2018-11-05
<b>Compulsory site meeting :</b>	N/A
<b>Contact Person :</b>	Mpho Ntsekhe
<b>Contact number :</b>	011 929-7000
<b>E-mail address :</b>	N/A
<b>Bid validity period :</b>	7 Days
<b>Physical address where bid documents can be collected :</b>	ERWAT Head Office, Hartebeestfontein Office Park, R25, Norkem Park.
<b>Tender Box number :</b>	N/A
<b>Day when Tender is to be submitted to ERWAT Offices:</b>	N/A
<b>Non-refundable Document fee :</b>	N/A ERWAT will not accept cash. All payments to be made by Credit Card only
<b>CIBD required?</b>	N/A
<input type="text"/>	

Bids must be hand delivered to the Bid Box situated at the address: ERWAT Head Office, Hartebeestfontein Office Park, Bapsfontein Road (R25), Kempton Park.

Complete Tenders must be in a sealed envelope clearly marked with **ERW201810/061** and **CHRISTMAS GIFTS 2018**. and to be hand delivered, in the TENDER BOX **N/A** at the foyer at ERWAT Head Office, Bapsfontein Road (R25), Kempton Park.

No e-mail or faxed bids/proposals shall be accepted. Bids/Proposals that are not received on the specific time and date will be marked as late bids/proposals and such bids/proposals will, in terms of the Supply Chain Management Policy of ERWAT, not be considered by ERWAT as valid bids/proposals.

Bidders' attention is specifically drawn to the provision of the bid rules which are included in the bid document.

The lowest or any bid will not necessarily be accepted and ERWAT reserves the right not to consider any bid not suitably endorsed or comprehensively completed, as well as the right to accept a bid in whole or part. Bids completed in pencil will be regarded as invalid bids.

**Submission of electronic and fax bids are not acceptable.**