INXUBA YETHEMBA
UMASIPALA WASEKHAYA / PLAASLIKE MUNISIPALITEIT / LOCAL MUNICIPALITY

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"A coherent developmental municipality putting people first and providing a better life for all its citizens"

REQUEST FOR QUOTATION

TO:	**ALL PROSPECTIVE SERVICE PROVIDERS**
PROJECT DESCRIPTION :	**PROVISION FOR CATERING FOR 500 PEOPLE FOR INAUGURAL COUNCIL MEETING.**
REQUESTER :	**INXUBA YETHEMBA MUNICIPALITY**
QUOTATION NO.	**IYM01/11/2026Q**
NOTICE NO.	**154/2026**
ADVERT DATE :	**02 NOVEMBER 2026**
CLOSING DATE :	**09 NOVEMBER 2026**

SPECIFICATION

SPECIFICATION AND PRICING SCHEDULE. PROVISION FOR CATERING FOR 500 PEOPLE FOR INAUGURAL COUNCIL MEETING IN CRADOCK ON THE 24TH OF NOVEMBER 2026.

NB: Submission – CERTIFICATE OF ACCEPTABILITY FOR FOOD PREMISES

NB:
Menu to comprise of two meat options (beef and chicken)
Two starch options
Two vegetables
Drinks (330ml) and still water (500ml)

No.	Description of Goods or Service	Quantity	Unit Price	Total Price
1.	**PROVISION FOR CATERING FOR 500 PEOPLE FOR INAUGURAL COUNCIL MEETING.** Date: 24th of November 2026 Venue: Cradock ward 2	500		
	Vat @ 15%			
	TOTAL			

Evaluation criteria
The quotes will be evaluated using the 80/20 preferential point system.

- 20 points will be allocated as follows:

Locality: 50%

Locality	Number of Points 80/20
Enterprise within Inxuba Yethemba Local Municipality	10
Enterprise within Chris Hani District Municipality	8
Enterprise within Eastern Cape	5
Enterprise within South Africa	2
Enterprise from outside of South Africa	0

- Municipal Account must be submitted for points to be allocated.

BBBEE: 50%

- 10 points will be allocated to 100% Black owned firms
- BBBEE certificate/ sworn affidavits must be submitted for points to be allocated.

Payment for Services

Payment will be issued with 30 days after goods have delivered.

All relevant information must accompany all quotations submitted. No late or incomplete quotation will be accepted for consideration.

The municipality reserves the right not to accept the lowest or any quotation and no reason for the acceptance or rejection of a quotation will be furnished.

General

- The Inxuba Yethemba Municipality Supply Chain Management policy shall apply
- All prices will be evaluated inclusive of VAT, except where a non-VAT vendor has submitted a responsive bid. In this case, all bids prices will be evaluated exclusive of VAT.
- Certified copies of identity documents of directors.
- Quotations must be signed or annexed with a company stamp.
- Bidders to supply municipal utility bill or lease agreement reflecting status of accounts.
- Bidders to include the following municipal declarations with the quotations: MBD 4 and MBD 9.
- Quotations to be valid for 60 days from the closing date.
- IYM reserves the right to award the quotation in full or part thereof.
- CSD report must be submitted
- SARS Pin or Tax compliance certificate

- **NB: Submissions of SBD Forms will not be considered and bidders will be disqualified**

Note: Failure to attach the B-BBEE Status Level Certificate will result in the bidder losing the preference points.

Formal written price quotations should be submitted in a sealed envelope, clearly marked "QUOTATION NO: IYM01/11/2026Q (**PROVISION FOR CATERING FOR 500 PEOPLE FOR INAUGURAL COUNCIL MEETING.)**
which must be placed in the bid box, located at the Registry Office in the IYM offices No. 1 JA Calata Street, Cradock, 5880, **before 12 pm on the closing date of 09 NOVEMBER 2026. No email submissions will be allowed.**

For inquiries regarding the request for Quotation, please contact the Project Manager, Ms. N Vabaza at 0488015043 or email mm@iym.gov.za

All suppliers are required to register on the Central Supplier Database (CSD), as well as submit a Declaration of Interest form (available from the Supply Chain Office). Information on the CSD is available on the CSD website: www.csd.gov.za.

Should you have SCM-related inquiries please contact the **Supply Chain Management Unit;**

- Tandolwetu Petelo (048) 801 5159 or email tpetelo@iym.gov.za

CLOSING DATE : 09 NOVEMBER 2026 AT 12H00