



MKHONDO
LOCAL MUNICIPALITY

RFQ No. MLM-QUO-12-08-2026

Date of issue	Monday, 31 August 2026
Closing date and time	Tuesday, 08 September 2026 at 12H00 (Late quotations will not be considered)
Enquiries	B.P.Mkhatshwa www.mkhondo.gov.za Tel: 017 004 0197 ext. 0245 email: BPMkhatshwa@mkhondo.gov.za

Request for quotation (RFQ) for procurement of goods and services for the women's outreach programme at Athalia Sports Ground on the 11 September 2026

Mkhondo Local Municipality with its head office in Mkhondo town is looking to appoint a reputable and accredited service provider for the works, goods/services as stated in the specifications below in terms of section 110 and 112 of the Municipal Finance Management Act No.56 of 2003.

ITEM	ITEM DESCRIPTION	UNIT RATE	QTY
1.	TENT HIRE: <u>Specification</u> - Supply, deliver, assemble and disassemble the tent - Capacity: Minimum 200 seated - Tent size: Minimum approximately 20m x20m (400m²), or equivalent capacity - Colour: White - Number of days: One (1) Note: - Structure must be strong, stable and suitable for outdoor use - Tent must be weather-resistant and waterproof, with adequate protection from sun, wind and rain - Tent must have properly secured sides and anchoring to ensure stability - Tent must be supplied in a clean and good condition, free from defects	Sum	1
2.	SOUND SYSTEM HIRE: <u>Specification</u> - Sound system must be suitable for an indoor event - Minimum 2 professional full range loudspeakers, with sufficient power and sound coverage for the venue - Audience coverage: able to cover audience of 200 people (minimum) Note: - All necessary microphones stands, cables, connectors and power cables must be provided - Supplier must be responsible for delivery, set-up, sound check, operation and collection - The quotation must include all transportation, labour, setup and operational costs	Sum	1

3.	SUPPLY AND DELIVERY OF BLANKETS <u>Specification</u> - Type: 1 ply blanket - Material: Soft, durable and non-irritating textile/fleece material - Size: Minimum approximately 150 cm x 200 cm or equivalent - Weight: Lightweight and suitable for easy handling and transportation - Colour: Any Note: - Durability: Suitable for repeated use and washing - Packaging: Blankets must be securely packed for delivery	Each	150
4.	HIRING OF A 22 SEATER PASSENGER VEHICLE, INCLUDING A QUALIFIED DRIVER, FOR OFFICIAL TRANSPORTATION <u>Specification</u> - Vehicle Type: 22-seater passenger bus or equivalent - Capacity: Minimum 22 passenger seats, excluding the driver Note: - Vehicle Condition: Clean, roadworthy, well maintained and in good working condition TRANSPORT ROUTES ARE AS FOLLOWS: - Skhala (Ward 14) to Athalia Sports Ground - Bulutshane (Ward 06) to Athalia Sports Ground - Ajax (Ward 8) to Athalia Sports Ground	Each	3
5.	PROVISION OF CATERING SERVICES FOR THE WOMEN'S OUTREACH PROGRAMME <u>Specification</u> - Rice/Pap - Beef stew - Roasted Chicken - Salad - Vegetable - Assorted soft drinks 330ml (100) - Assorted 100% Juice 330ml (100) Notes: - Cutlery and serviettes must be provided. - Food must be delivered hot and ready to serve. - Meals must be buffet style, as instructed by the End User. - Delivery must be completed before the commencement of the lunch break at the agreed time.	Each	200

QUOTATION MUST BE ACCOMPANIED BY THE FOLLOWING MANDATORY DOCUMENTS (BIDDERS THAT FAIL TO SUBMIT DOCUMENTS INDICATED AS COMPULSORY WILL BE DISQUALIFIED):

- Certified copies of all directors' Identity documents- (compulsory).
- Proof of company registration (CIPC) – (compulsory).
- Tax compliance status pin number issued by SARS – (compulsory).
- Current (most recent) municipal account (not in arrears for than 3 months) / lease agreement if renting (signed by both lessor & lessee). Bidders residing in non-billed areas must attach valid proof of residence / letter from Tribal Authority. – (compulsory).
- Central Supplier Database registration number - (Compulsory).
- Proof of authority of signatory in a company letterhead - (Compulsory).
- Duly completed and signed provided Municipal Bidding Documents (MBD) forms - (compulsory).

RULES OF BIDDING/ INSTRUCTIONS

- Council reserves the right to withdraw, re-advertise, to award the bid wholly or partly and not to award the lowest bid offer and to appoint more than one (1) service provider.
- All certified copies of documents cannot be older than three (3) months
- Only suppliers that are registered on the Central Supplier Database will be considered for appointment. Please go to www.csd.gov.za to register before submission of quotations
- Valid formal signed price quotations must be submitted with the document, and all prices will be evaluated inclusive of costs.
- Price(s) quoted must be firm, in South African Rand and valid for at least 30 days from date of offer.
- Quotes that do not cover the scope or specifications will be disqualified.

NO AWARDS WILL BE MADE TO A PERSONS:

- Who are in the service of the state,
- If that person is not a natural person, of which any director, manager, principal shareholder or stakeholder is a person in the service of the state,
- Who is an advisor or consultant contracted with the municipality or municipal entity, and;
- Whose company is restricted to do business with the organs of the state.

REGARDS,

MJ MKHONZA
MUNICIPAL MANAGER
MKHONDO LOCAL MUNICIPALITY