



MTHONJANENI MUNICIPALITY

BID REFERENCE NO.: M0055

Supply & Delivery of Stationery – Corporate Services

Bidder (Company Name): _____

Postal Address: _____

Contact Number/s: _____

Total Bid Amount: **R**_____

SUBMISSION OF BID AND SUPPORTING DOCUMENTS

- A. This bid document has the following documents that need to be read and properly, completely and neatly filled in:
 - 1. Bid Specification/ Bills of Quantities
 - 2. MBD 4, MBD 6.1, MBD 6.2, MBD 8 and MBD 9

- B. Apart from the above information to be completed, the following documents must accompany this bid document:
 - 1. Original or Certified Copies of Company Registration Documents
 - 2. Certified Copies of ID's of Directors/ Trustees/ Members/ Shareholders
 - 3. Valid Tax Clearance Certificate with Tax Compliance Status Pin
 - 4. Original or Certified Copy of BBBEE Certificate/ DTI Affidavit
 - 5. Proof of CSD Registration
 - 6. Company Profile (***Not Compulsory***)

SECTION A

1. Bid Specification/ Bills of Quantities

QUANT.	DESCRIPTION	UNIT PRICE	TOTAL
1	Stationery –Corporate Services (<i>Attach Detailed Quotation</i>)	R	R
Sub-Total			R
Add: VAT (<i>If Registered</i>)			R
Total Bid Amount			R

2. MBD Forms

SECTION B