



<b>4 Private Bag x14, Brandhof, 9324</b> <b>30 Rhodes Avenue, Oranjesig, Bloemfontein, 9301</b>	<b>Tel no: +27 (0) 51-412 2692</b> <b>Fax no: +27 (0) 51-405 8532</b>
<b>Contact Person: Me. P.K. Sease E-mail:Puleng.Sease@centlec.co.za</b>	<b>Date: 10 APRIL 2018</b>
<b>Our Ref:C69/2017</b>	

QUOTATIONS ARE HEREBY INVITED TO SUPPLY ATTACHED SCHEDULE.

FOR FURTHER INFORMATION CONTACT F SILO @ 051 412 2748

CLOSING DATE: 18 APRIL 2018 @11H: 00

The following conditions will apply:

- The quotation must be submitted on the letterhead of your business
- **Delivery** must be in accordance with instructions from this office.
- Quote item number as well as **delivery** (ex. stock/or ex Jhb 7 days).
- **Discount** for 30 days payment.
- Price must exclude **VAT**, but **delivery charges** must be **included**.
- The lowest or any quotation will not necessarily be accepted and Centlec reserves the right to accept where applicable a portion of any quotation.
- Payments will only be made to the company **whose name** appears on the official order, no third party will be considered.
- Price(s) quoted must be valid for at least thirty (30) days from date of your offer.
- Price(s) quoted must be firm and must be **exclusive** of **VAT** but **inclusive** of **delivery charges**.
- This quotation will be evaluated in terms of the 80/20 preference point system as prescribed in the Preferential Procurement Policy Framework Act (No 5 of 2000).
- A valid original Tax Clearance Certificate should accompany your offer. Failure to submit may invalidate your offer.
- Centlec reserved the right to request samples if need be.
- **NB: All suppliers are requested to submit certified copy BBBEE** Certificate with the quotation on the closing dates in order to substantiate their claim.
- **NB: All suppliers intending to do business with Centlec State Owned Company must ensure that they are registered in the Centlec State Owned supplier database, if not registered, forms are available at Centlec Supply Chain Office and also on the centlec State Owned company website: [www.centlec.co.za](http://www.centlec.co.za) under menu icon (available bids).**
- **No official order will be issued to a supplier not registered on the Centlec State Owned Company Supplier database.**

**NB:** No quotations will be considered from persons in the service of the state.

Failure to comply with these conditions may invalidate your offer.

**QUOTATIONS** to be collected and submitted as follows:

1. To be collected at 30 Rhodes Avenue Oranjesig Bloemfontein and submitted In a sealed envelope, with **QUOTATION NUMBER**.

**SUPPLY CHAIN MANAGEMENT UNIT**

	<b>Directors: N Mokhesi (Chairperson), DC Myeni (Deputy Chairperson),</b> <b>NEDs: CAK Choeu, KM Moroka, MP Mohale, ZC Uwah</b> <b>NA Mgoqi (CEO)</b>	
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**QOUTATION NO** -----  
**QOUTATION PRICE** -----  
**DISCOUNT: %** -----  
**DELIVERY PERIOD** -----  
**VAT NR:** -----  
**COMPANY NAME** -----  
**CONTACT NAME** -----  
**POSTAL ADRESS** -----  
**TEL** -----  
**E MAIL ADRESS** -----

<p style="text-align: center;"><b>DESCRIPTION</b></p> <p style="text-align: center;"><b><u>INVITATION OF QUOTATION FROM SUITABLE SERVICE PROVIDER TO:</u></b></p>	
<p style="text-align: center;">1. ASSIST WITH THE RECRUITMENT PROCESS OF THE FOLLOWING POSITIONS:</p> <p style="text-align: center;"><b>CHIEF FINANCIAL OFFICER EXECUTIVE MANAGER: WIRES EXECUTIVE MANAGER: RETAIL EXECUTIVE MANAGER: PERFORMANCE &amp; COMPLIANCE</b></p>	
<p>MINIMUM REQUIREMENTS:</p> <ol style="list-style-type: none"> <li>1. AGENCY SHOULD SUBMIT PROOF OF REGISTRATION WITH THE DEPARTMENT OF LABOUR</li> <li>2. AGENCY SHOULD SUBMIT TWO (2) LETTERS OF REFERENCE WHERE SIMILAR WORK WAS PERFORMED</li> <li>3. BE REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD)</li> <li>4. PROVIDE VALID TAX CERTIFICATE</li> <li>5. PROVIDE MUNICIPAL ACCOUNT, OR LEASE AGREEMENT WITH A BILL (IF NOT THE OWNER) NO OWING MORE THAN 30 DAYS</li> </ol>	

Documents are obtainable at **R50.00 non-refundable deposit** per set. (Deposit can be made at **ABSA BANK** Acc. No.: 407 820 9583, Branch Code: 632 005, Ref.: 501 204 260 2520 payable to CENTLEC (SoC) Ltd attention Supply Chain

