



**RAYMOND
MHLABA
MUNICIPALITY**
UMANYANO KUPHUNLELO

8 SOMERSET STREET
FORT BEAUFORT 5720
P.O. BOX 25 FORT BEAUFORT 5720

DATE: 02 OCTOBER 2026

INVITATION FOR QUOTATIONS: PROCUREMENT OF BRANDING FOR MUNICIPAL VEHICLES.

Completed quotations must be placed in a sealed envelope endorsed with the relevant name of the project and dropped at the SCM office of Raymond Mhlaba Local Municipality, Corner Market Street, Town Hall, Fort Beaufort 5720, by no later than **12:00, on Friday 09 October 2026.**

Preferential Procurement Policy Framework Act points will be awarded as follows:

Price	- 80 Points
Specific goals	- 20 Points
Total	- 100 Points

MANDATORY DOCUMENTS TO BE SUBMITTED AND FAILURE TO DO SO WILL LEAD TO BIDS DEEMED TO BE NON-RESPONSIVE.

- Prices quoted must be firm and must be inclusive of VAT for VAT vendors.
- Bids which are late, not filled in black ink, incomplete, pages not filled in, unsigned or submitted by facsimile or electronically, will not be accepted.
- A confirmation from SARS with a verification pin.
- Entity Registration Documents
- Certified ID Copies of Managing Directors/ Owners.
- Original Municipal Billing Clearance Certificate/ statement of account for the company and its directors from your local municipality is a compulsory submission. All service providers must provide municipal billing clearance obtainable from Revenue Manager/ Section. Where the director and the entity use the same billing address an affidavit must be attached. Take note that the municipality will not enter into contract with the bidder whose Municipal Bill is more than 3 months in arrears.
- Compulsory submission of MBD forms 4, 8 and 9
- Bidders must be registered on CSD and provide confirmation of registration.
- Specific goals will be allocated at 20 points for SMME's, disabled 3, Youth 5, Woman (Females) 5, Military Veterans 2, Black 5 and means of verification will be a full CSD Report
- No bidders in the service of the state are allowed to

OTHER ADMINISTRATIVE REQUIREMENTS

- Raymond Mhlaba Municipality Supply Chain Management Policy will apply.
- Raymond Mhlaba Municipality does not bind itself to accept the lowest bid or any other bid and reserves the right to accept the whole or part of the bid and value for money will be the key determinant of the appointment.
- Certified BBBEE certificate or sworn affidavits for EME's and QSE's (non-elimination item). Certification of documents must be within a period of 90 days and must be originally certified.

Enquiries should be sent to Ms. S. Mtshali: smtshali@raymondmhlaba.gov.za, 046 645 7456/ 066 471 5895

Specification attached

Yours Faithfully


X. J. Panti
SCM MANAGER



**RAYMOND
MHLABA**
MUNICIPALITY
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UMANYANO KUPHUTHULISO

Tel: 046 645 7400/7451 | Fax: 046 645 2562

8 Somerset Street | Fort Beaufort, 5720 | P.O.Box 36, Fort Beaufort, 5720

INTERNAL MEMORANDUM

TO	ACTING CFO
FROM	DIRECTOR STRATEGIC PLANNING & LED
SUBJECT	REQUEST FOR PROCUREMENT OF BRANDING FOR MUNICIPAL VEHICLES
DATE	30 SEPTEMBER 2026

PURPOSE:

This memo serves as a request for procurement of branding for municipal vehicles.

SPECIFICATION:

Half wrap branding as illustrated on the artwork, which must include municipal logo, name of section / unit / services, vehicle number and report bad driving.

High-quality digitally printed vehicle wrap
High quality digitally printed vehicle stickers
Premium cast vinyl
Gloss finish
UV-resistant protective laminate

VEHICLE MAKE	QUANTITY	BRANDING
VW POLO sedan	2	Traffic Services branding with vehicle numbers and report bad driving sticker
ISUZU 4by4 twin Cab	6	Half wrap, municipal logo, name of section / unit / services, vehicle number and report bad driving
ISUZU 4BY4 Single Cap	7	Half wrap, municipal logo, name of section / unit / services, vehicle

		number and report bad driving
ISUZU Tipper Cage Trucks	2	municipal logo, name of section / unit / services, vehicle number and report bad driving
ISUZU Tube tipper truck	1	municipal logo, name of section / unit / services, vehicle number and report bad driving
ISUZU Waste Compacter Truck	1	municipal logo, name of section / unit / services, vehicle number and report bad driving
Isuzu Skip Bin Trucks	2	municipal logo, name of section / unit / services, vehicle number and report bad driving
Isuzu Aerial Platform Trucks	2	municipal logo, name of section / unit / services, vehicle number and report bad driving
ISUZU 4 ton drop side truck	1	municipal logo, name of section / unit / services, vehicle number and report bad driving
JCB 3CX SiteMaster	1	municipal logo, name of section / unit / services, vehicle number and report bad driving

For enquiries, please contact Ms. Sivenkosi Mtiya on 066 471 5895
smtiya@raymondmhlaba.gov.za

Request by:

Dr L Hanabe
Director Strategic Planning and LED Services