



**CITY OF MATLOSANA**

## **REQUEST FOR FORMAL WRITTEN PRICE QUOTATION DOCUMENT**

**R30 000 – R300 000.00 (Including Vat)**

|                                                               |                                                                                                                       |
|---------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------|
| <b>BID NUMBER:</b>                                            | <b>COM/SCM/Q83/2025/26</b>                                                                                            |
| <b>DESCRIPTION:</b>                                           | <b>SUPPLY, DELIVERY AND OFFLOADING OF TOILET PAPER</b>                                                                |
| <b>BID CLOSING DATE:</b>                                      | <b>02 MARCH 2026</b>                                                                                                  |
| <b>INFORMATION SESSION:</b>                                   | <b>N/A</b>                                                                                                            |
| <b>BID VALIDITY PERIOD:</b>                                   | <b>60 days</b>                                                                                                        |
| <b>PHYSICAL ADDRESS WHERE BID DOCUMENTS CAN BE COLLECTED:</b> | <b>QUOTATION DOCUMENTS ARE AVAILABLE FROM SUPPLY CHAIN MANAGEMENT UNIT, MAYIBUYE BUILDING<br/>KLERKSDORP<br/>2570</b> |
| <b>SUBMIT BIDS TO:</b>                                        | <b>TENDER BOX AT GROUND FLOOR AT THE FOYER, MAYIBUYE BUILDING, KLERKSDORP</b>                                         |
| <b>NON-REFUNDABLE DOCUMENT FEE:</b>                           | <b>R50.00</b>                                                                                                         |
| <b>ADVERTISED DATE</b>                                        | <b>23 FEBRUARY 2026</b>                                                                                               |

Bidders' attention is specifically drawn to the provisions of the bid rules which are included in the bid documents.

- The Municipality does not bind itself to accepting the lowest tender or award a contract to the bidder scoring the highest number of points.
- City of Matlosana reserves the right to accept any portion of any tender to appoint multiple suppliers and to waive any requirements as contained in the tender conditions.
- Bids completed in pencil or erasable pen will be regarded as invalid bids.
- Submission of electronic and fax bids are not acceptable.

**Ms. L SEAMETSO  
MUNICIPAL MANAGER  
CORNER BRAM FISHER AND O R TAMBO STREET  
KLERKSDORP  
2570**