KOUGA
local municipality
Good Governance through Service Excellence

NOTICE NO: 266/2026

RFQ: SUPPLY & DELIVERY OF BRANDED CORPORATE BRANDING ITEMS FOR THE KOUGA MUNICIPALITY TOURISM BRAND: GREATER GARDEN ROUTE

An electronic copy of the completed tender document with returnable documents must be submitted with tender submission saved in a flash drive or SD Card/CD. Failure to submit AN ORIGINAL HARD COPY AND A COPY ON EITHER USB or SD Card/CD will deem the bid non-responsive. Bidders are encouraged to submit USB's and SD Cards only. The submission of CDs in a condition that is capable of being handled i.e. device that is readable and not broken is solely the responsibility of the bidder. Visibly broken CDs at tender opening stage will not be accepted. The electronic format must contain the exact same information as the hard copy. Bidders will be disqualified if not submitted.

Closing Date	**WEDNESDAY, 11 NOVEMBER 2026 @ 12:00.**
Location of Bid	**TENDER BOX, 16 WOLTEMADE STREET, JEFFREY'S BAY, ROOM 122**

Name of Bidder:	
Contact Person (*Full Names*):	
Tel No.:	Cell No.:
Fax No.:	
Email Address:	
Kouga Municipal Supplier Database No.:	
Centralised Supplier Database No:	
Signature of Tenderer:	

Issued By: KOUGA LOCAL MUNICIPALITY, P.O BOX. 21, JEFFREYS BAY, 6330

Any inquiries relating to this tender must be submitted in writing via e-mail to tenders@kouga.gov.za and copied to hhalgryn@kouga.gov.za

NB: THIS RFQ WILL BE EVALUATED ON THE 80 AND 20 POINT FOR SPECIFIC GOALS

PLEASE TAKE NOTE OF ALL LISTED INSTRUCTIONS AND COMMENT

1. IN ADDITION TO ALL APPLICABLE LEGISLATION THE SUPPLY CHAIN POLICY APPROVED 30 MARCH 2026 AND MUNICIPAL RISTRICTION (BLACKLISTING) OF SUPPLIERS POLICY APRROVED 29 APRIL 2026 WILL APPLY TO THIS TENDER.

2. NB: PLEASE ENSURE THAT YOU FAMILIARIZE YOURSELF WITH THE COMPLETE DOCUMENT AND SIGN ALL PAGES WHERE IT IS REQUIRED TO DO SO. ALL DOCUMENTATION MUST BE ORIGINALLY SIGNED IN BLACK INK (COPIES OF SIGNARTORIES WILL NOT BE ACCEPTED)

3. FAILURE TO FULLY COMPLETE THE COMPULSORY MUNICIPAL BIDDING DOCUMENTS WILL RESULT IN THE TENDER BEING CLASSIFIED AS NON-RESPONSIVE.

4. THE NATIONAL TREASURY CENTRAL DATABASE AND TAX COMPLIANCE WILL BE VERIFIED ON DAY OF EVALUATING ANY TENDER. IN INSTANCES OF NON-COMPLIANCE BIDS WILL BE DECLARED NON-RESPONSIVE. (Subject to MFMA Circular 90)

5. TENDER DOCUMENTATION IS AVAILABLE ON E-TENDER AND THE MUNICIPAL WEBSITE.

6. PLEASE BE ADVISED THAT A COPY OF A CERTIFIED COPY DOES NOT CONSTITUTE A CERTIFIED COPY.

7. DO NOT USE CORRECTION FLUID IN THE DOCUMENT. IF ANY MISTAKES ARE MADE, PLEASE DRAW A LINE THROUGH IT AND INITIAL NEXT TO IT.

8. DOCUMENT TO BE COMPLETED IN INK. DOCUMENTATION COMPLETED IN PENCIL WILL NOT BE CONSIDERED.

9. PROJECT IMPLEMENTATION PLAN TO BE SUBMITTED (if applicable)

10. THE FOLLOWING DOCUMENTS MAY BE REQUESTED AS SUPPORT TO THE CONTRACT FILE DOCUMENTATION FOR EVALUATION PURPOSES MUST BE SUBMITTED WITHIN THE TIME SPECIFIED IN THE REQUEST FOR INFORMATION**. FAILURE TO COMPLY WILL RESULT IN NON-ACCEPTANCE OF THE RFQ.**

    1. National Treasury Central Database Summary Report
    2. Business Registration Documents/ Formal Registration Documentation/ JV Agreements/Consortia/ Partnerships and Trust's – Applicable to all entities (i.e. Companies, Public & Private Entities, Partnerships and Joint Ventures). CM9/ Name Change Document will not suffice as Proof of Business Registration.
    3. A copy of a valid SARS Tax Compliance Status Pin number for all entities and all partners of Joint Venture)
    4. Certified ID copies.
    5. Latest Municipal Billing Clearance Certificate/ Copy of Municipal Account / Rental Documentation to be submitted.
    6. Any Special Conditions of Contract Documentation- Must be submitted as set out in tender contract or upon request.

PERSONAL DETAILS OF THE TENDERER

PLEASE PROVIDE THE FOLLOWING DETAILS:

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE KOUGA LOCAL MUNICIPALITY					
BID NUMBER:	**266/2026**	CLOSING DATE:	**11 NOVEMBER 2026**	CLOSING TIME:	**12:00**
DESCRIPTION	**RFQ: SUPPLY & DELIVERY OF BRANDED CORPORATE BRANDING ITEMS FOR THE KOUGA MUNICIPALITY TOURISM BRAND: GREATER GARDEN ROUTE**				
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).					

BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN
THE BID BOX SITUATED AT *(STREET ADDRESS)*

Kouga Local Municipality: Woltemade Building				
16 Woltemade Street, Room 122				
Jeffreys Bay				
6330				
SUPPLIER INFORMATION				
NAME OF BIDDER				
POSTAL ADDRESS				
STREET ADDRESS				
TELEPHONE NUMBER	CODE		NUMBER	
CELLPHONE NUMBER				
FACSIMILE NUMBER	CODE		NUMBER	
E-MAIL ADDRESS				
VAT REGISTRATION NUMBER				
TAX COMPLIANCE STATUS	TCS PIN:		**OR** CSD No:	
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	☐ Yes		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	☐ Yes ☐ No

	☐ No		
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]			
ARE YOU THE ACCREDITED REPRESENTATIVE ***IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?***	☐Yes ☐No [IF YES ENCLOSE PROOF]	*ARE YOU A FOREIGN BASED SUPPLIER FOR* ***THE GOODS /SERVICES /WORKS OFFERED?***	☐Yes ☐No [IF YES, ANSWER PART B:3]
TOTAL NUMBER OF ITEMS OFFERED		***TOTAL BID PRICE***	**R**
SIGNATURE OF BIDDER	……	***DATE***	
CAPACITY UNDER WHICH THIS BID IS SIGNED			

BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:		**TECHNICAL INFORMATION MAY BE DIRECTED TO:**	
DEPARTMENT	Supply Chain Office	CONTACT PERSON	Ms. H. Halgryn
CONTACT PERSON		TELEPHONE NUMBER	042 200 2200
TELEPHONE NUMBER	042 200 2200	FACSIMILE NUMBER	
FACSIMILE NUMBER		E-MAIL ADDRESS	hhalgryn@kouga.gov.za
E-MAIL ADDRESS	tenders@kouga.gov.za		

1. BID SUBMISSION:

1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.

1.2. **ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED– (NOT TO BE RE-TYPED) OR ONLINE**

1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.

2. TAX COMPLIANCE REQUIREMENTS

2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.

2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.

2.3 APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.

2.4 FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3.

2.5 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.

2.6 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED. EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.

2.7 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.

3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

3.1.	IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	☐ YES ☐ NO
3.2.	DOES THE ENTITY HAVE A BRANCH IN THE RSA?	☐ YES ☐ NO
3.3.	DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	☐ YES ☐ NO
3.4.	DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	☐YES ☐ NO
3.5.	IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	☐ YES ☐ NO

IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.

CERTIFICATION:

I declare that the information in this annexure is true and correct in all respects.

NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE.

SIGNATURE OF BIDDER: ……

CAPACITY UNDER WHICH THIS BID IS SIGNED: ……

DATE:

KOUGA MUNICIPALITY

GOVERNMENT PROCUREMENT:

General Conditions of Contract- applicable to this contract- please refer to www.treasury.gov.za

The Kouga Municipality Supply Chain Management policy as approved on the 30 March 2026 will be applicable to the contract– please refer to www.kouga.gov.za

The Municipal Restriction (Blacklisting) of Suppliers Policy as approved on the 29 April 2026

The 2022 Preferential Procurement Regulations

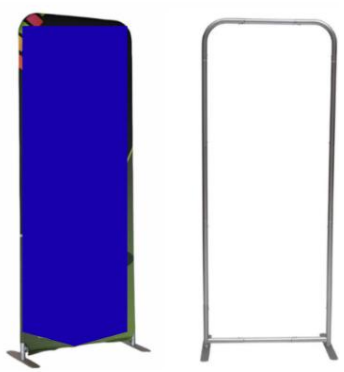
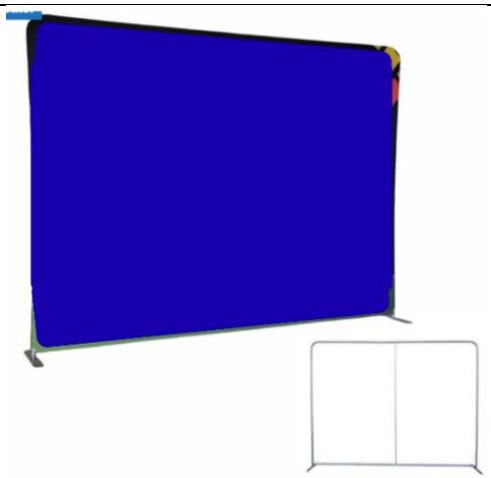
KOUGA LOCAL MUNICIPALITY
NOTICE: 266/2026
RFQ: SUPPLY & DELIVERY OF BRANDED CORPORATE BRANDING ITEMS FOR THE KOUGA MUNICIPALITY TOURISM BRAND: GREATER GARDEN ROUTE

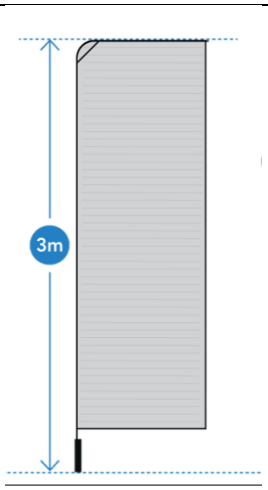
Phase 1	Special conditions
Phase 2	Price Scoring
Phase 3	Specific Goals Scoring

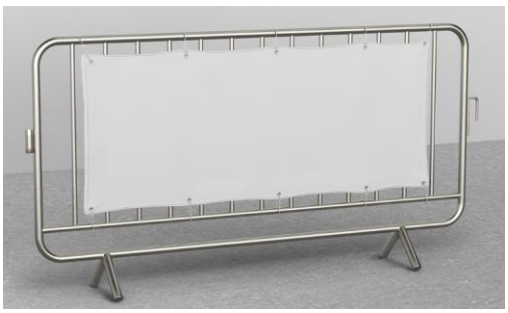
No	Specific Goals Categories	Max points allocation	Evaluation Indicators
1	B-BBE Status Level Contributor	10	As for B-BBEE points allocation table above.
2	The promotion of enterprises located in a specific province for work to be done or services to be rendered in that province.	10	**10 Points-** Located within the boundaries of the Kouga Local Municipality
			6 Points- Located within the boundaries of Sarah Baartman District Municipality & Nelson Mandela Bay Municipality
			4 Points- Located within the boundaries of the Eastern Cape
			1 Point- Outside of the boundaries of the Eastern Cape
Bidders MUST submit valid B-BBEE sworn affidavit/ certificate AND Latest Municipal Billing Clearance Certificate/ Copy of Municipal Account / Rental Documentation for operational offices in the name of the bidding company to claim points for specific goals. In the event that the municipal account is in the name of the director, an affidavit must be done to that effect clearly stating the company name operating from the address. Information provided for virtual offices will not be accepted.			

An electronic copy of the completed tender document with returnable documents must be submitted with tender submission saved in a flash drive or SD Card/CD. Failure to submit AN ORIGINAL HARD COPY AND A COPY ON EITHER USB or SD Card/CD will deem the bid non-responsive. Bidders are encouraged to submit USB's and SD Cards only. The submission of CDs in a condition that is capable of being handled i.e. device that is readable and not broken is solely the responsibility of the bidder. Visibly broken CDs at tender opening stage will not be accepted. The electronic format must contain the exact same information as the hard copy. Bidders will be disqualified if not submitted.

SPECIFICATIONS

1.	Deluxe Slimline Banner	Banner with sleeve cover that is branded with carry case. For indoor use only. - Aluminium Frame - Double-sided branding - Full colour dye sublimated print. **Size:** 0.8m (w) x 2.0m (h) **Branding specs and image:** As per departmental design. - Double-sided	
2.	Deluxe Slimline Banner	Banner with sleeve cover that is branded with carry case. For indoor use only. - Aluminium Frame - Double-sided branding - Full colour dye sublimated print **Size:** 2.44m (w) x 2.22m (h) **Branding specs and image:** As per departmental design. - Double-sided	
3.	Telescopic banner	100% polyester flag with full colour sublimation printed vertically. Supplied with a carry bag and ground peg, as well as indoor stands. **Size:** 3m **Branding specs and image:** As per departmental design.	

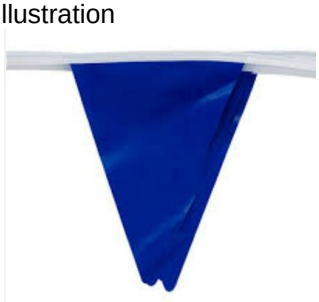
		Full colour printing on both sides – 80% shine through. - Actual size of print: 0.73m (w) x 3.0m (h) - Printed double-sided.	
4.	Horizontal pop-up banner	Fibreglass rods system 2-sided pop-up banner supplied with carry bag & pegs. Simple 2-step folding system and full colour dye sublimation. Made from 100% polyester material. **Size:** 2m x 1m **Branding specs and image:** As per departmental design. Full colour digital printing on both sides. - Actual size of print: 1.9m (w) x 0.9m (h)	
5.	Legend double sided straight banner wall:	Double banner wall with a sturdy collapsible aluminium lattice frame. Printed polyester display fabric stretched onto it with velcro and metal hooks. Supplied with a carry bag. **Size:**	

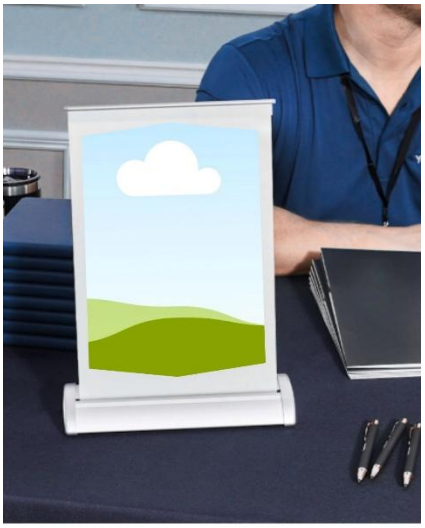
		2.25m x 1.52m x 0.3m **Branding specs and image:** As per departmental design. Full colour digital printing. - Printed two-sides.	
6.	Legend single sided straight banner wall:	Straight banner wall with a sturdy collapsible aluminium lattice frame. Printed polyester display fabric stretched onto it with velcro and metal hooks. Supplied with a carry bag. **Size:** 3m x 2.25m x 0.3m **Branding specs and image:** As per departmental design. Full colour digital printing. - Printed one-side.	
7.	Barrier banner:	Barrier banner with printing on either standard PVC or mesh and all come with welded hems and metal eyelets. Can be used indoor or outdoor. **Size:** 2.5m (w) x 1.2m (h) **Branding specs and image:**	Frame only per illustration – not part of the banner 

		As per departmental design. Full colour digital printing.	
8.	PVC banner:	PVC Banner with seams and eyelets every 0.50m. Can be used indoor or outdoor. **Size:** 10m (w) x 2.25m (h) **Branding specs and image:** As per departmental design. Full colour digital printing. - Printed one-sided. - Eyelets every 0.50m	PVC Banner with seams and eyelets Design is just for illustration 
9.	Fence Wrap	PVC-coated polyester mesh with seams and eyelets. Can be used indoor or outdoor. - Rust-resistant metal eyelets every 500 mm. - Perforated mesh to allow for airflow. **Size:** 3.50m(w) x 1.2m(h) **Branding specs and image:** As per departmental design. Full colour digital printing. - Printed one-sided. - Eyelets every 0.50m	Design is just for illustration 

10.	Glow lantern banner	Standard glow/illuminated lantern banner supplied in a carry bag and with quad spike for placement or grass or other hard surfaces. - Included is an aluminium centre shaft and folding cross base. - Knitted polyester fabric with full colour dye sublimation. **Size:** 0.8m (w) x 2.0m (h) **Branding specs and image:** As per departmental design. Full colour digital printing. - Three panels - Actual size of print: 0.8m (w) x 1.4m (h)	Design is just for illustration 
11.	Deluxe steel frame gazebo with detachable side walls	Gazebo with anodized aluminium, octagonal legs, and robust criss-cross frame with water resistant cover. Supplied with rubber mallets, pegs and guide ropes in a hard-wearing carry bag. Also included are full side panels and leg weights. **Size:** 3m (w) x 3m (h) **Branding specs and image:**	Design is just for illustration 

		As per departmental design. Full colour digital print. - Actual size of print on front panel of gazebo roof: 3.102m (w) x 2.318m (h) - Right panel of gazebo roof: Actual size of print 3.102m (w) x 2.318m (h) - Back panel of gazebo roof: Actual size of print 3.1m (w) x 2.3m (h) - Left panel of gazebo roof: Actual size of print 3.1m (w) x 2.3m (h) - Full back wall branding area = 3.1m (w) x 2m (h)	
12.	Director's chair	Fold-up director's chair with lightweight aluminium frame, polyester canvass skin with foam inserts and full colour sublimation. It is supplied with a handy carry bag. Can carry a maximum weight of 120kg. **Size:** 0.44m x 0.45m x 0.7m **Branding specs and image:** As per departmental design. Full colour PVC printing. - Double sided print on the back	

		rest and print on seat cover.	
13.	Standard outdoor flag	Full colour knitted polyester flag with dye-sublimation single sided with revers show-through. - Double-stitched with reinforced hems - Reinforced hoist-side webbing - Two rust resistant brass eyelets or compatible flagpole attachments - Water resistant and quick drying **Size:** 1.8m(w) x 1.2m(h) **Branding specs and image:** As per departmental design. Full colour sublimation printing. - Single sided sublimation with show-through	Design is just for illustration 
14.	Bunting	Bunting made with PVC triangular flags in 4m lengths. **Size:** Standard triangles – 0.25m x 0.28m **Branding specs and image:**	Design is just for illustration 

		As per departmental design. Full colour digital printing both sides.	
15.	Stretch tablecloth: 1.8m x 0.75m x 0.74m	Regtangular high-quality stretch fabric tablecloth. Machine washable and dryable. **Size:** 1.8m x 0.75m x 0.74m **Branding specs and image:** As per departmental design. Full colour digital printing.	
16.	A3 Tabletop Retractable Banner	Aluminium-alloy mini roll-up stand, with single-sided print and a carry bag - Lightweight aluminium alloy base - Aluminium retractable cassette with internal spring mechanism - Aluminium vertical support pole - 300–440 gsm PVC banner film or suitable polyester roll-up media - Full-colour, high-resolution digital printing - Matt, non-reflective, scratch-resistant where available **Size:** 29.7cm x 42cm (A3 size)	

		Branding specs and image: As per departmental design. Full colour printing.	
17.	Inflatable Arch	Portable branded blow-up arch for tourism events and festivals. - Inflatable tubular arch for temporary outdoor use - Continuous air blower with sealed air system - Heavy duty PVC-coated polyester fabric - Approximately 420-650gsm - Reinforced Oxford polyester with suitable airtight inner bladder - Reinforced seams with heavy duty anchoring points and guy ropes - Ground stakes and suitable ballast weights - Heavy duty storage and carry bag - Water resistant - Compatible electric blower - Repair kit - Manufacturers assembly and safety instructions - Minimum 12-month warranty against manufacture defects **Size:** 6.0m (w) x 4.0m(h)	Design is just for illustration 

		Branding specs and image: As per departmental design. Full colour printing. - UV resistant outdoor print - Full colour printed bradding on front and back with various images	
18.	Branded inflatable Crowd Ball	Portable branded crowd balloon for tourism events and festivals. - Single colour ball - Smooth finish, without sharp edges or protruding attachments - Flexible and water-resistant surface - Heat-sealed or RF welded seams - Air filled through a secure inflation valve - Deflatable for compact storage - Inflation valve - Repair kit - Manufacturers assembly and safety instructions - Carry bag **Size:** 1.5m in diameter **Branding specs and image:** As per departmental design. Full colour printing.	Design is just for illustration 

		- UV resistant outdoor print - Full colour custom print - flexible, abrasion=resistant ink compatible with the ball material	
19.	Inflatable Air Logo Dancer	Portable branded inflatable air dancer/sky dancer for tourism events and festivals, powered by an electric blower. - Inflatable air dancer for temporary outdoor use - Continuous air blower with sealed air system - Lightweight ripstop nylon or polyester material - Fabric weight approximately 70 - 120gsm - Lightweight stitched fabric tube - Reinforced double stitching - Continuous airflow from an electric blower - Manufacturer matched electric blower - Reinforced seams with anchoring points and ropes - Carry bag for storage - Compatible electric blower - Repair kit - Manufacturers assembly and safety instructions - Minimum 12-month warranty against manufacture defects	Design is just for illustration 

		Size: 5.0m (h) **Branding specs and image:** As per departmental design. - Full colour dye-sublimation	

PRICE SCHEDULE

NOTICE: 266/2026

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NOTE:
1. Only firm prices will be accepted. Non-firm prices will not be considered.
2. All delivery costs MUST be included in the bid price, for delivery at the prescribed destination.
3. Document MUST be completed in non-erasable black ink.
4. NO correction fluid/tape may be used.
a. In the event of a mistake having been made; it shall be crossed out in ink and be accompanied by an initial at each and every alteration.
5. The Bidder MUST indicate whether he/she/the entity is a registered VAT Vendor or not.
6. In the case of the Bidder not being a registered VAT Vendor, both columns (amount/rate excluding AND including VAT) must reflect the same amount.

NB: *TOTAL WILL BE USED FOR EVALUATION PURPOSES*
NB: ONLY ONE SERVICE PROVIDER WILL BE APPOINTED FOR THIS RFQ
NB: SET UP COST IS A ONCE OFF COST
NB: INVOICING AND PAYMENT WILL BE DONE ON UNIT RATES, MUNICIPALITY WILL PROCURE BASED ON THE NEEDS AND THE BUDGET OF THE MUNICIPALITY

ITEM DESCRIPTION	LEAD TIME NOT EXCEEDING 20 WORKING DAYS	UNIT PRICE EXCLUDING VAT	VAT	UNIT PRICE INCLUDING VAT	SET-UP COST
1. Deluxe Slimline banner 0.8m (w) x 2.0m (h)					
2. Deluxe Slimline banner 2.44m (w) x 2.22m (h)					
3. Telescopic Banner 3.0m (h)					
4. Horizontal pop-up banner 2.0m (w) x 1m (h)					
5. Legend double-sided straight banner wall: 2.25m x 1.52m x 0.3m					

6. Legend single-sided straight banner wall: 3m x 2.25m x 0.3m					
7. Barrier banner 2.5m x 1.2m					
8. PVC Banner single sided print 10.0m x 2.25m					
9. Fence Wrap					
10. Glow lantern banner					
11. Gazebo 3m x 3m					
12. Director's chair					
13. Pole Flag					
14. Bunting					
15. Stretch tablecloth					
16. A3 Table banner					
17. Inflatable Arch					
18. Crowd Ball					
19. Logo Air Dancer					

TOTAL				

NAME OF TENDERER: _____

COMPANY REPRESENTATIVE: _____

AUTHORIZED SIGNATURE: _____**DATE:** _____

FORM OF OFFER AND ACCEPTANCE – COMPULSORY
NOTICE: 266/2026

RFQ: SUPPLY & DELIVERY OF BRANDED CORPORATE BRANDING ITEMS FOR THE KOUGA MUNICIPALITY TOURISM BRAND: GREATER GARDEN ROUTE

1. I hereby undertake to render services/goods described in the attached bidding documents to Kouga Municipality in accordance with the requirements and task directives / proposals specifications stipulated in **Bid Number: 266/2026** at the price/s quoted. My offer/s remain binding upon me and open for acceptance by the Purchaser during the validity period indicated and calculated from the closing date of the bid.

2. The following documents shall be deemed to form and be read and construed as part of this agreement:

   (i) Bidding documents, *viz*
   - Invitation to bid;
   - Tax clearance certificate / Tax compliance Status;
   - Pricing schedule(s);
   - Filled in task directive/proposal;
   - Preference claims for Broad Based Black Economic Empowerment Status Level of Contribution in terms of the Preferential Procurement Regulations 2022;
   - Declaration of interest;
   - Declaration of Bidder's past SCM practices;
   - Certificate of Independent Bid Determination;
   - Special Conditions of Contract;

   (ii) General Conditions of Contract; and
   (iii) Other (specify)

3. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the services specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.

4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfilment of this contract.

5. **The offered total price for Supply & Delivery of Branded Corporate Branding Items for the Kouga Municipality Tourism Brand: Greater Garden Route Inclusive of Value Added Tax is correct.**

6. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.

7. I confirm that I am duly authorized to sign this contract.

NAME (PRINT) …….

CAPACITY …….

SIGNATURE …….

NAME OF FIRM …….

DATE …….

WITNESSES
1 …….

ACCEPTANCE

TO BE COMPLETED BY THE ACCOUNTING OFFICER OF KOUGA MUNICIPALITY

By signing this part of the Form of Offer and Acceptance Kouga Municipality accepts the tender offer. This acceptance of this offer shall form an agreement between the municipality and the tenderer upon the terms and conditions contained in this document. By signing this form of offer and acceptance it constitutes a legal and binding contract between Kouga Municipality and the tenderer.

NAME (PRINT) …….

CAPACITY …….

SIGNATURE …….

WITNESSES
3 …….

DECLARATION OF INTEREST – COMPULSORY

1. No bid will be accepted from persons in the service of the state*.

2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.

3. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

3.1 Full Name: ……

3.2 Identity Number: ……

3.3 Position occupied in the Company (Director, trustee, shareholder) .....

3.4 Company Registration Number: ……

3.5 Tax Reference Number: ……

3.6 VAT Registration Number: ……

3.7 The names of all the directors/ trustees/shareholders member, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.

3.8 Are you presently in the service of the state***** **YES / NO**

---

* MSCM Regulations: "in the service of the state" means to be –
  (a) a member of –
    (i) any municipal council;
    (ii) any provincial legislature; or
    (iii) the national Assembly or the national Council of provinces;

  (b) a member of the board of directors of any municipal entity;
  (c) an official of any municipality or municipal entity;
  (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
  (e) a member of the accounting authority of any national or provincial public entity; or
  (f) an employee of Parliament or a provincial legislature.

Shareholder" means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.

3.8.1 If yes, furnish particulars.....

.....

.....

3.9. Have you been in the service of the state for the past twelve months? **YES / NO**

3.9.1 If yes, furnish particulars.

……

……

3.10. Do you, have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

3.10.1 If yes, furnish particulars.

……

……

3.11 Are you, aware of any relationship (family, friend, other) between any other bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

3.11.1 If yes, furnish particulars

……..

……..

3.12 Are any of the company's directors, trustees, managers, principal shareholders or stakeholders in the service of the state? **YES / NO**

3.12.1 If yes, furnish particulars.

……

……

3.13 Are any spouse, child or parent of the company's directors, trustees, managers, principal shareholders or stakeholders in service of the state? **YES / NO**

3.13.1 If yes, furnish particulars.

……

……

3.14 Do you or any directors, trustees, managers, principal shareholders Or stakeholders of this company have any interest in other related companies or business whether or not they are bidding for this contract? **YES / NO**

3.14.1 If yes, furnish particulars.

.....

.....

4. Full details of directors/ trustees/ members/ shareholders.

Full Name	**Identity Number**	**State Government Employee Number**

…….. ……..

Signature Date

…… ……

Capacity Name of Bidder

Commissioner of Oaths

MBD 6.1

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

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1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 To be completed by the organ of state

(*delete whichever is not applicable for this tender*).

a) The applicable preference point system for this tender is the 90/10 preference point system.

b) The applicable preference point system for this tender is the 80/20 preference point system.

c) Either the 90/10 or 80/20 preference point system will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

B-BBEE Status Level of Contributor	**Number of Points for Preference (80/20)**	**Number of Points for Preference (90/10)**
1	10	5
2	8	4
3	6	3
4	4	2
5	3	1
6	2	1
7	2	1
8	2	1
Non-compliant contributor	0	0

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

(a) Price; and

(b) Specific Goals.

	POINTS
PRICE	80
SPECIFIC GOALS	20
TOTAL POINTS FOR PRICE AND SPECIFIC GOALS	**100**

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as Price and Specific Goals:

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

Below would be the allocation for Specific Goals:

Preference in terms of locality of the service provider/contractor rendering services to Kouga Local Municipality

NO	Specific Goals Categories	Max points allocation	Evaluation indicators
1	B-BBEE Status level Contributor	10	As for B-BBEE points allocation table below.
2	Local area of supplier or contractors	10	**10 Points** - Located within the boundaries of the Kouga Local Municipality **6 Points** - Located within the boundaries of Sarah Baartman District Municipality & Nelson Mandela Metro Municipality **4 Points** - Located within the boundaries of the Eastern Cape **1 Point** - Outside of the boundaries of the Eastern Cape

1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

(a) **"tender"** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;

(b) **"price"** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;

(c) **"rand value"** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

(d) **"tender for income-generating contracts"** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and

(e) **"the Act"** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

80/20 **or** **90/10**

$$Ps = 80\left(1 - \frac{Pt - P\,min}{P\,min}\right) \text{ or } \qquad Ps = 90\left(1 - \frac{Pt - P\,min}{P\,min}\right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

A maximum of 80 or 90 points is allocated for price on the following basis:

80/20 **or** **90/10**

$$Ps = 80\left(1 + \frac{Pt - P\,max}{P\,max}\right) \text{ or } \qquad Ps = 90\left(1 + \frac{Pt - P\,max}{Pmax}\right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—

(a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or

(b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system, then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.

***Note to tenderers: The tenderer must indicate how they claim points for each preference point system.*)**

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm……..

4.4. Company registration number: ……...

4.5. TYPE OF COMPANY/ FIRM

ϒ☐ Partnership/Joint Venture / Consortium
ϒ☐ One-person business/sole propriety
ϒ☐ Close corporation
ϒ☐ Public Company
ϒ☐ Personal Liability Company
ϒ☐ (Pty) Limited
ϒ☐ Non-Profit Company
ϒ☐ State Owned Company
[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

i) The information furnished is true and correct;

ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;

iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;

iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –

(a) disqualify the person from the tendering process;

(b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;

(c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;

(d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and

(e) forward the matter for criminal prosecution, if deemed necessary.

……

SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME: ……

DATE: ……

ADDRESS: ……

……

……

KOUGA MUNICIPALITY

Please refer to instruction on Page 3 of the terms of reference document.

AUTHORITY FOR SIGNATORY

Companies submitting tenders must provide evidence that the person who signed the tender document has authority to do so, by attaching a copy of the relevant resolution of the Board of Directors, duly signed and dated, to this form. Alternatively, this form may be completed by competent authority.

By resolution of the Board of Directors at a meeting held on ……..

Mr/Ms ……..

Has been duly authorised to sign all documents in connection with this Tender on behalf of:

……

……

……

SIGNED OF BEHALF OF COMPANY: …….....

IN HIS CAPACITY AS: ……

SIGNATURE OF SIGNATORY: ……

COMPANY STAMP:

MBD 9

CERTIFICATE OF INDEPENDENT BID DETERMINATION - COMPULSORY

1. This Municipal Bidding Document (MBD) must form part of all bids[1] invited.

2. Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).[2] Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.

3. Municipal Supply Regulation 38 (1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:

    a) take all reasonable steps to prevent such abuse;
    b) reject the bid of any bidder if that bidder or any of its directors has abused the
    c) supply chain management system of the municipality or municipal entity or has
    d) committed any improper conduct in relation to such system; and
    e) cancel a contract awarded to a person if the person committed any corrupt or
    f) fraudulent act during the bidding process or the execution of the contract.

4 This MBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.

5 In order to give effect to the above, the attached Certificate of Bid Determination (MBD9) must be completed and submitted with the bid:

[1] Includes price quotations, advertised competitive bids, limited bids and proposals.
[2] Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

CERTIFICATE OF INDEPENDENT BID DETERMINATION - COMPULSORY

I, the undersigned, in submitting the accompanying bid:

NOTICE NO: 266/2026 - RFQ: SUPPLY & DELIVERY OF BRANDED CORPORATE BRANDING ITEMS FOR THE KOUGA MUNICIPALITY TOURISM BRAND: GREATER GARDEN ROUTE

in response to the invitation for the bid made by: **Kouga Local Municipality** do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of: _____that:
(Name of Bidder)

1. I have read and I understand the contents of this Certificate;

2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;

3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;

4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;

5. For the purposes of this Certificate and the accompanying bid, I understand that the word “competitor” shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
    a) has been requested to submit a bid in response to this bid invitation;
    b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
    provides the same goods and services as the bidder and/or is in the same line of business as the bidder

6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium[3] will not be construed as collusive bidding.

7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
    (a) prices;
    (b) geographical area where product or service will be rendered (market allocation)
    (c) methods, factors or formulas used to calculate prices;
    (d) the intention or decision to submit or not to submit, a bid;
    (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
    (f) bidding with the intention not to win the bid.

8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.

9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

10. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No. 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No. 12 of 2004 or any other applicable legislation.

…… ……
Signature Date

……. ……
Position Name of Bidder

[3] Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES – COMPULSORY

1 This Municipal Bidding Document must form part of all bids invited.

2 It serves as a declaration to be used by municipalities and municipal entities in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.

3 The bid of any bidder may be rejected if that bidder, or any of its directors have:

a. abused the municipality's / municipal entity's supply chain management system or committed any improper conduct in relation to such system;
b. been convicted for fraud or corruption during the past five years;
c. willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
d. been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).

4 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

Item	Question	Yes	No
4.1	Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector? (Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the *audi alteram partem* rule was applied). **The Database of Restricted Suppliers now resides on the National Treasury's website(**www.treasury.gov.za**) and can be accessed by clicking on its link at the bottom of the home page.**	Yes ☐	No ☐
4.1.1	If so, furnish particulars:		

4.2	Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? **The Register for Tender Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.**	Yes ☐	No ☐
4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past Five Years?	Yes ☐	No ☐
4.3.1	If so, furnish particulars:		
Item	**Question**	**Yes**	**No**
4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than One Month?	Yes ☐	No ☐
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes ☐	No ☐
4.5.1	If so, furnish particulars:		

CERTIFICATION

I, THE UNDERSIGNED (FULL NAME) ……..……

CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM TRUEAND CORRECT.

I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

……... **……..**

Signature **Date**

……. **……..**

Position **Name of Bidder**

KOUGA MUNICIPALITY

CERTIFICATE FOR PAYMENT OF MUNICIPAL SERVICES

DECLARATION IN TERMS OF CLAUSE 112(1) OF THE MUNICIPAL FINANCE MANAGEMENT ACT (NO.56 OF 2003) - (To be signed in the presence of a Commissioner of Oaths)

I, _____, _____ (full name and ID no.), hereby acknowledge that according to SCM Regulation 38(1)(d)(i), the Municipality may reject the tender of the tenderer if any municipal rates and taxes or municipal service charges owed by the Tenderer or any of its directors/members/partners to the Kouga Municipality, or to any other municipality or municipal entity, are in arrears for more than 1 (one) month.

I declare that I am duly authorised to act on behalf of _____ (name of the firm) and hereby declare, that to the best of my personal knowledge, neither the firm nor any director/member/partner of said firm is in arrears on any of its municipal accounts with any municipality in the Republic of South Africa, for a period longer than 1 (one) month.

I further hereby certify that the information set out in this schedule and/or attachment(s) hereto is true and correct. The Tenderer acknowledges that failure to properly and truthfully complete this schedule may result in the tender being disqualified, and/or in the event that the tenderer is successful, the cancellation of the contract.

PHYSICAL BUSINESS ADDRESS(ES) OF THE TENDERER	MUNICIPAL ACCOUNT NUMBER

FURTHER DETAILS OF THE BIDDER'S Director / Shareholder / Partners, etc.:

Director / Shareholder / partner	Physical address of the Business	Municipal Account number(s)	Physical residential address of the Director / shareholder / partner	Municipal Account number(s)

If the entity. rents/leases premises, a copy of the rental/lease agreement must be submitted with this tender. Please refer Instruction sheet of this document

Signature	**Position**	**Date**

COMMISSIONER OF OATHS Signed and sworn to before me at _____, on this ___day of _____ 20__ by the Deponent, who has acknowledged that he/she knows and understands the contents of this Affidavit, it is true and correct to the best of his/her knowledge and that he/she has no objection to taking the prescribed oath, and that the prescribed oath will be binding on his/her conscience. **COMMISSIONER OF OATHS: -** Position: _____ Address: _____ Tel: _____	**Apply official stamp of authority on this page:**

KOUGA MUNICIPALITY
NOTICE NUMBER: 266/2026
RFQ: SUPPLY & DELIVERY OF BRANDED CORPORATE BRANDING ITEMS FOR THE KOUGA MUNICIPALITY TOURISM BRAND: GREATER GARDEN ROUTE

SCHEDULE OF WORK CARRIED OUT BY THE TENDERER

The Tenderer shall list below the contracts undertaken by him during the past five (5) years, or present / ongoing contracts with contactable references.

Employer **(Contact Person)**	**Description of Project**	**Contact Telephone & E-mail**	**Value of Work** **Including of VAT**	**Date of completion**

SIGNED OF BEHALF OF THE TENDERER: .....