



a world class African city



## METROPOLITAN TRADING COMPANY

INVITATION TO TENDER

**CLOSING DATE & TIME: 20 June 2016 AT 11H00**

---

**Metropolitan Trading Company (MTC)** hereby invites service providers to submit tenders for the PROVISIONING OF A MARKET STUDY TO MTC to the specification required by MTC. This procurement is intended to be implemented in 2015/2016 Financial Year for a period of two months (8 weeks).

The service providers will be expected to have the necessary stature and extensive experience for the Provisioning of a Market Study.

Only tenderers who have Service Expertise as contained in the Tender Data are eligible to submit tenders.

The physical address for collection and submission of tender documents is **308 Kent Avenue, Randburg**. Documents may be collected during working hours from **10H00 to 16H00 on 06 June 2016**.

A non-refundable tender deposit of **R425.00 per document** is payable on the MTC bank account. Proof of payment is required on collection of the Tender document. MTC banking details are:

**Account Name: CoJ- Metro Trading Company (MTC)**

**Account Number: 00 041 796 3**

**Branch Code: 00 0205**

**Reference No: Tender 01-2015/2016**

All Technical and Administrative queries may be directed in writing to the **Supply Chain Department** e-mail: [procurement@metrotradingcompany.joburg](mailto:procurement@metrotradingcompany.joburg). Please state the Tender number: **01-2015/2016** in the subject matter of the email.

A **compulsory** clarification meeting with representatives of the Employer will take place at 15<sup>th</sup> Floor, 66 Jorrissen Street, Johannesburg on 09 June 2016 starting at 10H00. Submissions of tenderers that did not attend the **compulsory** briefing session will be **disqualified**.

The closing time for receipt of tenders is **11H00 hrs on 20 June 2016**. Telegraphic, telephonic, telex, facsimile, e-mail and late tenders will not be accepted. Also, please note that no Tender Documents will be given to couriers or third parties unless they have in their possession an official letter, confirming on behalf of the company the full details of the specific Tender/ Tenders to be collected, as well as the payment of the full amount payable for Tenders required.

Note that any tender received after the closing date and time for submission, will not be considered.

Tenders may only be submitted on the original tender documentation that is issued. The re-typing of the Tender document is not permitted.

All Tenders will be Evaluated in accordance with the Supply Chain policy of the Metropolitan Trading Company, Municipal Finance Management Act (MFMA), PPPFA **90/10** points system and other related legislations. All submitted proposals shall remain valid for 90 days.

Requirements for sealing, addressing, delivery, opening and assessment of tenders are stated in the Tender Data.