



CENTLEC
Reg No 2003/011612/07

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Contact Person: Me. P.K. Sease E-mail:Puleng.Sease@centlec.co.za	Date 08 March 2016
Our Ref.: C54 /2015	

QUOTATIONS ARE HEREBY INVITED TO SUPPLY ATTACHED SCHEDULE.

FOR FURTHER INFORMATION CONTACT: T.E Leboela @ 051 412 2713

CLOSING DATE: 16 March 2016 @11 H: 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).
- **Please ensure that you complete 80/20 MBD forms failure to submit may invalidate your offer**
- 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 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 195 Nelson Mandela Drive College Square (Telkom Building) and submitted In a sealed envelope, with **QUOTATION NUMBER**.



Directors: ML Mbali (Chairperson), FP Zitha (Deputy Chairperson), TAJ Mongake, N Mokhesi, KM Moroka, SM Zimu, SG Xulu, ZC Uwah, NA Mgoqi (CEO) LG Kritzingner (COO), TJ Ramulondi (CFO)



SUPPLY CHAIN MANAGEMENT UNIT

QOUTATION NO -----
QOUTATION PRICE -----
DISCOUNT: % -----
DELIVERY PERIOD -----
VAT NR: -----
COMPANY NAME -----
CONTACT NAME -----
POSTAL ADDRESS -----
TEL -----
E MAIL ADRESS -----

DESCRIPTION	QTY
INVITATION OF QUOTATION FROM SUITABLE SERVICE PROVIDER	
IMPAIRMENT OF RECEIVABLES	1
LONG SERVICE AWARDS CALCULATION	1

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)



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Annexure A

SPECIFICATIONS

PREPARATION AND CALCULATION FOR LONG SERVICE

AWARDS AND CONSUMER RECEIVABLES IMPAIRMENT

SPECIFICATIONS

Preparation and calculation for long service awards and consumer receivables impairment 2015/16 financial year

Impairment of Consumer receivables

- Obtain e-venue billing reports for the period 1 July 2015 to 30 June 2016 after closure of the 2015/16 Ledger
- Determine the impairment provision in line with the entity's approved impairment methodology
- Obtain debtors with arrangements and perform discounting calculations and corresponding journals
- Provide impairment calculations and support for the journal to adjust the provision as at 30 June 2016

Long Service awards:

- Obtain employee appointment dates, new appointments, resignations, terminations and gross salary for the period 01 July 2015 to 30 June 2016
- Determine the long service provision in line with the guidelines of the collective bargaining agreement
- Provide actuarial reports to support the provision and the proposed journal. Others

The preferred service provider should be registered with the South African Institute of Chartered Accountants and professional Actuarial Bodies