



# AGANANG LOCAL MUNICIPALITY

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Ref:8/2  
Enquiries: Mokgobu T J

23 April 2013

The Managing Member  
Masekgaila Trading Enterprise  
779 Zone 1  
SESHEGO  
0742

Attention: Simon Sekwakwa

Sir

**RE: Appointment letter: Supply and delivery of Free Basic Alternative Energy**

This letter serves to inform you that Aganang Local Municipality has appointed your business, Masekgaila Trading Enterprise for the supply and delivery of the Free Basic Alternative Energy as per the specification. This is a once off delivery. Furthermore, your business should execute the work on/before the due date as failure to do so will lead to the cancellation of the bid. The details are given below:

**Place of Delivery:** Aganang Local Municipality (Moletjie Ceres)

**Total Cost:** R369 700.00 (Vendor not VAT registered)

**Delivery date:** on/before 15<sup>th</sup> May 2013.

**NB:** Your Company should take note of the following:

- To sign the service level agreement before commencing with the supply and delivery of the Free Basic Alternative Energy,
- To supply and deliver the Free Basic Alternative Energy as per the specification,
- To pay a **penalty of R200.00** before collecting the appointment letter since the company is not registered on the Municipality's database for 2012/13. This is in line with clause G of Aganang Tariff policy.
- The service provider will be paid according to the service standards after the Municipality has satisfied itself that the Free Basic Alternative Energy as supplied and delivered are in line with the specification ,
- To submit delivery note and original invoice upon the delivery of the Free Basic Alternative Energy,
- The Municipality reserves the right to cancel the bid should the price (as stated above) increase due to reasons known to the service provider.

- Any query regarding the delivery of the Free Basic Alternative Energy should without hesitation be directed to Ramara K to avoid time delays, at 015-295 1400/74.

The appointment of your company was based on the bid as submitted and therefore the Free Basic Alternative Energy to be supplied and delivered must meet the specification without fail.

In addition your business is required to deliver acceptance letter and SABS Quality Assurance of the material within seven (07) working days from the day of receipt of the appointment letter and the service level agreement should also be signed before starting with the delivery of the Free Basic Alternative Energy.

Yours Faithfully,



Manape Thamaga  
Acting Municipal Manager

24/04/13

Date