



 045 932 8218

 1, Seller Street, Maclear, 5480

 086 216 8784

 kwaneles@elundini.gov.a

Dear Sir / Madam

REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS

Kindly furnish me with a written quotation for the supply of materials as detailed in the enclosed list.

The quotation must be submitted on the letterhead of your business **must** be deposited in the tender box situated in 1 Seller Street Maclear, Finance Department, Cashier Reception area before 12h00 on the 17 November 2017. For **queries** please email to thulin@elundini.gov.za or faxed to 086 216 8784

For Technical Queries: Mrs. T Mati

Tel: 045 932 8163

For Supply Chain Queries: Mr. K Sobekwa

Tel: 045 932 8218

RE-ADVERT OF SUPPLY AND DELIVERY OF 2X DESKTOP AND 1X LAPTOP FOR COMMITTEE SECTION - ELM-4/009/2017-2018

The following mandatory documents must be submitted with the quotation and failure to submit will lead to the bids being declared non-responsive:

- 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 inclusive of VAT.
- **Valid Tax Clearance Certificate OR** Tax Compliance status documents with PIN from SARS.
- Proof of registration with Web Central Supplier Database (A bidder must attach CSD registration report with Supplier No. and Unique Code)
- Original B-BBEE Certificate or a certified copy thereof (Joint venture, consortium or trust must submit a consolidated certificate) Failure to submit this certificate will lead into not getting points for B-BBEE Level) or Sworn Affidavit confirming BBBEE Level.
- Completed MBD 4, MBD 6.1, MBD 8 and MBD 9 (downloadable on the website and found at Supply Chain Office).
- A statement of Municipal Account that is not older than three months or Lease Agreement OR Affidavit from SAPS stating that the bidder is not obliged to pay municipal rates OR a letter from a ward councillor.
- Joint Venture must also attach the JV agreement, original or certified copy of consolidated BBBEE certificate and the letter of signatory.

NB: No quotations will be considered from persons in the service of the state¹

BIDDERS SHOULD TAKE NOTE OF THE FOLLOWING BID CONDITIONS:

- The Elundini Local Municipality Supply Chain Management Policy will apply;

- The Elundini Local Municipality does not bind itself to accept the lowest bid or any other bid and reserves the right to accept the whole or part of the bid;
- Bids which are late, incomplete, unsigned, faxed or sent electronically will not be accepted;
- Bids submitted are to hold good for a period of 30 days;
- **Bidders will be required to register as a supplier/service provider on the ELM's Supplier/Service Provider Database, if not already registered**
- The latest General Conditions of Contract and any Special Conditions of Contract will apply.
- Failure to comply with these conditions may invalidate your offer.
- Upon submission of a bid/quote the bidder automatically grants confirmation that SARS may, on ongoing basis during the contract term the bidders' tax compliance status to the municipality.
- If correct delivery is not received by the indicated agreed date the contract will immediately be terminated
- Bidder must indicate the bid number and postal address on the sealed envelope in the event that the municipality decides to re-advertise the bid

SIGNATURE  _____ DATE _____

SPECIFICATION

DESCRIPTION	QTY
Operating system . Windows 10 Pro 64 Processors . Intel Core i5-6300U with Intel HD Graphics 520 (2.4 GHz, up to 3 GHz with Intel Turbo Boost Technology, 3 MB cache, 2 cores) Chipset . Chipset is integrated with processor Graphics . Intel HD Graphics 510 or Intel HD Graphics 520 Display . Non-Touch: 14 in diagonal HD1 anti-glare LED-backlit Storage and drives . 1 TB Optical drives . CD/DVD R/RW Memory . 2048 MB Total System Memory (2048 MB x 1) Networking . Realtek 802.11b/g/n Communications . Realtek Ethernet (10/100/1000) Ports/slots . USB 3.0 (2)USB 2.0 power port (1)HDMI (1)headphone/microphone combo (1)AC power (1)RJ-45 (1)VGA (1)	1
3900MT i5-4460 4th Generation Intel Core(TM) i5-4460 processor (6M Cache, up to 3.40 GHz 4GB Single Channel DDR3 1600MHz (4GBx1)	2

1 TB 7200 rpm SATA 6Gb/s Hard Drive Dell 19-in-1 Media Card Reader, Tray load 16X DVD+/-RW drive Integrated Graphics Dell USB Optical Mouse Windows 10 Pro (64Bit) English	
MONITOR 19.5" INCH	2
LAPTOP BAG	1

EVALUATION CRITERIA

The 80/ 20 preferential procurement point system will be applied as the project is estimated to be more than R30, 000.00


Price - 80 points
B-BEE status level of Contribution - 20 points

BBBEE Points Breakdown:

LEVEL	POINTS AWARDED
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant	0

DELIVERY ADDRESS:

Elundini Local Municipality
No.1 Seller Street,
Maclear
5480


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