



(045) 932 8218 (086) 215 2818

1, Seller Street, Maclear, 5480

Dear Sir / Madam

REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS

Kindly furnish me with a written quotation for the provision of services as detailed in the enclosed specification.

The quotation must be submitted on the letterhead of your business **must** be deposited in the tender box situated at 1 Seller Street, Maclear, Finance Department, Cashiers Reception area before 12h00 on the 15 August 2016. For **queries** please email to Ms. N. Thuli on thulin@elundini.gov.za or faxed to 086 216 8784

For Technical Enquiries: Ms B. Mbizweni Tel: 045 932 8198
Finance Department: Ms. N. Thuli Tel: 045 932 8196

SUPPLY AND DELIVERY OF LAPTOPS: ELM-2/001/2016-2017

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.
- A valid and original Tax Clearance certificate
- Tax compliance status document with PIN from SARS
- Certified copies of Company Registration certificate and IDs
- An original or certified BEE certificate copy
- 80/20 preferential procurement point system will be applied
- Firm Delivery Period must be indicated
- Completed MBD 4, MBD8 and MBD 9 (downloadable on the website and found at Supply Chain Office)
- Proof of registration with Central Supply Database (CSD)
- A recent Municipal account statement, lease agreement or affidavit stating you aren't liable to pay rates at your business premises if you aren't.

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

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.

Yours faithfully

SIGNATURE

DATE

04/08/2016

SPECIFICATION



3 x HP PROBOOK 640 G2

Operating system

Windows 10 Pro 64 ¹

Processor

Intel® Core™ i7-6600U with Intel HD Graphics 520 (2.6 GHz, up to 3.4 GHz with Intel Turbo Boost

Processor technology

Intel® vPro™ Technology (select models)

Chipset

Chipset is integrated with processor

Environmental

Low halogen ²¹

Internal drive

1 TB SATA (5400 rpm) ⁶

Optical drive

Blu-ray ROM DVD+/-RW SuperMulti DL

Graphics

Integrated:

Intel® HD Graphics 52

Network interface

Intel® Ethernet Connection I219-V

Wireless

Broadcom 802.11a/b/g/n (2x2) and Bluetooth® 4.0 Combo

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 point**
B-BEE status level of Contribution - **20 points**
BBBEE Points Breakdown:

LEVEL	POINTS AWARDED
1	20
2	18
3	16
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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