



(045) 932 8198



(086) 216 8784



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 14 October 2016. For **queries** please email to Ms. N. Thuli on thulin@elundini.gov.za or faxed to 086 216 8784

For Technical Enquiries: Mr Mabhele Gqibela Tel: 045 932 8149
Finance Department: Ms. B.Mbizweni Tel: 045 932 8198

RE-ADVERT 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 or tax compliance status document with PIN from SARS
- Certified copies of Company Registration certificate and IDs
- An original or certified BBB-EE 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 stateⁱ

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.
- Section 18 (2) (a) of the Public Management Act 1 of 1999 applies.

Failure to comply with these conditions may invalidate your offer.

Yours faithfully

SIGNATURE

DATE

07/10/2016

SPECIFICATION

DESCRIPTION	QUANTITY
<ul style="list-style-type: none"> • ProBook 640 G2, Intel® Core™ i5-6200U Processor (3M Cache, 2.3 GHz), • 14.0 LED FHD SVA Anti-Glare (1920x1080), • 4GB DDR4-2133 1DIMM-2 SLOT/MAX 16GB, 128GB M.2 SSD, • DVD+/-RW SuperMulti DL, Intel® HD Graphics 520, • Windows® 10 Pro dg to Win7 Pro 64bit, • Intel 8260 ac 2x2 + Bluetooth 4.2, HP hs 3110 HSPA+ Included, (2) USB 3.0, (1) VGA, • (1) DisplayPort, (1) USB Type-C, (1) RJ-45, (1) Headphone/Microphone Combo Jack (2) 1 Year carry in warranty 	4

Description	Quantity
<ul style="list-style-type: none"> • Laptop backpack: • Front stash pocket • Soft air mesh padding and lightweight contoured back panel • Plush lined, top-load pocket keeps phone and other items accessible and secure • Transition pocket at the bottom for heavier items • Black • 25 years warranty 	3

EVALUATION CRITERIA

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

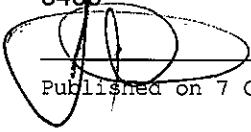
Price - 80 point

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:
Eiundini Local Municipality
No.1 Seller Street,
Maclear
5480



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