



Elundini Local Municipality

1 Celler Street • Maclear • 5480 • PO Box 1 • Maclear • 5480

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ELUNDINI LOCAL MUNICIPALITY TENDER NOTICE

The Elundini Local Municipality is looking for a service provider that will supply and deliver 41 laptops for the period of 24 Months.

Title	Bid No
Re advert: Supply and delivery of 41 Laptops for the period of 24 Months.	ELM-3/029/2018-2019

Only tenderers who have suitable experience in providing similar services and bulk supply of laptops are eligible to submit tenders. Contract will be based on the National Treasury General Conditions of Contract.

Tender documents may be obtained from the Elundini Local Municipality SCM Unit upon payment of a non-refundable amount of R250 (two hundred and fifty Rand), either paid in cash or by means of electronic funds transfer (EFT) to the Elundini Local Municipality. The cash amount is to be paid at the cashier's office between the hours of 08:00 and 16:00, prior to the collection of the tender documents from the SCM unit. The tender documents will be available from Monday, **26 November 2018**.

Proof of payment to be sent to: nomthan@elundini.gov.za

NB: For EFT payment deposit at ELM FNB cheque account No: 62159933772 and use this reference No. 020114350000. The tender data and detailed breakdown of the evaluation criteria including mandatory documents (eligibility criteria) will be uploaded on ELM Website. www.elundini.elundini.gov.za and will be also attached in the tender document.

Queries relating to the issue of these documents may be addressed to Ms H Mdusulwana, Tel No. 045 932 8100 or email: hlubikazi@elundini.gov.za

Technical enquires may be addressed to Mr S Quzu, Tel No. 045 932 8100 or email: siyaq@elundini.gov.za, Tel 0459328149

If you are aware of any instances of fraud and/or corruption within the municipality, these matters may be reported, anonymously, to:

Freecall: 0800 117 844 • Freefax: 0800 007 788 • SMS: 32840 • Email: elundini@tip-offs.com

Freepost: Freepost KZN138, Umhlanga Rocks, 4320

All correspondence must be addressed to the Municipal Manager

Completed bid documents and supporting documentation are to be placed in a sealed envelope endorsed with **RELEVANT PROJECT NAME AND BID NUMBER** must be delivered to the **Elundini Local Municipality, at No. 1 Seller Street, Maclear, Finance Department, Cashier's reception area, and placed in the Tender Box not later than 12H00 Noon on Wednesday, 21 December 2018** at which time the tenders will be opened in public. Telegraphic, telephonic, telex, facsimile, e-mail and late tenders will not be accepted

Tenders may only be submitted on the tender documentation that is issued

Requirements for sealing, addressing, delivery, opening and assessment of tenders are stated in the tender document.



KHAYALETU GASHI
MUNIIPAL MANAGER

PRODUCT/SERVICE SPECIFICATION

SUPPLY AND DELIVERY OF LAPTOPS FOR A PERIOD OF 24 MONTHS

Specification for 41 Laptops

HP Notebook – 14 x41 OR Equivalent

Operating system

Windows 10 Pro 64

Processor

Intel® Core™ i5-8250U with Intel® UHD graphics [620 \(2.2](#) GHz base frequency, up to 3.4 GHz with Intel® Turbo Boost Technology, 4 MB cache, 2 cores)

Chipset

Chipset is integrated with processor

Maximum memory

4 GB [DDR4-2400](#) SDRAM

Internal drive

500 GB SATA (7200 rpm) ⁷

Display

33.8 cm (13.3") diagonal FHD IPS anti-glare LED-backlit, 220 cd/m², 45% sRGB (1920 x 1080)

Graphics

Integrated:

Intel® UHD Graphics 620

Ports

1 USB 3.1 Type-C™ Gen 1 (Power delivery, DisplayPort™)

2 USB 3.0 (1 charging)

1 HDMI 1.4b

1 RJ-45

1 VGA

1 headphone/microphone combo

1 AC power ¹¹

Network interface

Realtek RTL8111HSH Gigabit Ethernet

Wireless

Intel® Dual Band Wireless-AC [8265 802.11a/b/g/n/ac](#) (2x2) WiFi and Bluetooth® 4.2 Combo (non-vPro™)

HP It4132 LTE/HSPA+ 4G Mobile Broadband

Functionality: Bidders to note that a Pre-qualification Evaluation will be undertaken. A minimum score of 70 points out of 100 points must be score in order to proceed to the Financial Evaluation.

Stage 1 of Evaluation – Functionality

Stage 2 of Evaluation- Price and Preferential Points

Description	Points Allocated
<p>The bidder must have a traceable record of experience for supply and delivery of laptops within 5 years.</p> <p>4 and above appointment letter with a minimum of 20 laptops supplied = 30 points</p> <p>2-3 appointment letters with a minimum of 20 laptops supplied = 20</p> <p>1 appointment letter with a minimum of 20 laptops supplied = 10</p> <p>Less than 1 appointment letter = 0</p>	30
<p>Person that will be responsible for the contract=10 points</p> <p>Proof of 3 g network coverage over the Elundini area=40</p>	50
<p>The delivery period must be the following</p> <p>1 week= 20</p> <p>2 week= 10</p> <p>More than 3 weeks =0</p>	20
TOTAL SCORE	100

SPECIAL CONDITIONS OF CONTRACT

- The service provider must nominate an account Manager who shall be available to assist at all times
- In cases of repairs, the service provider must provide a loan device to be used during the time of repairing the faulty device
- The laptops should be provided with a comprehensive insurance package by the service provider
- 3 G card must 3 gig of data monthly for the period of 2 years.
- The bidder must adhere with the specification failure to adhere to specification, the bidder will be non-responsive.