



MAMPOI STREET, OLD PARLIAMENT BUILDING, PRIVATE BAG X810, WITSIESHOEK 9870, SOUTH AFRICA
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OFFICE OF THE MUNICIPAL MANAGER

REQUEST FOR FORMAL WRITTEN QUOTATIONS

Date: 08 August 2024

Dear: Service provider

Kindly furnish Thabo Mofutsanyana District Municipality with a written quotation for the supply of goods / services as detailed below.

SUPPLY AND DELIVERY OF LAPTOPS (03)

- Detailed Specifications and returnable MBD forms are obtainable from the Supply Chain Management Office.

The quotation must be on letterhead of your business and be hand-delivered **in the TENDER BOX** not later than the **22 August 2024 at 12h00** at Thabo Mofutsanyana District Municipality (Old Parliament building).

The following conditions apply:

- Prices quoted must be valid for at least (30) days from the date of your offer.
- Prices quoted must be firm and should clearly indicate whether they are VAT inclusive or VAT exclusive.
- NB: Please indicate the period of delivery on your quotation which should be regarded as binding if you win this award.

Mandatory documents to be submitted:

- Central Supplier Database (CSD) Report or MAAA number of the bidder.
- Tax Clearance Certificate (TCC) or Tax Compliance Status PIN of the bidder.

- Copies of bidders' Identity Documents
- Municipal account/ Municipal clearance certificate.
- BBBEE Certificate
- CK

Municipality will not make an award to any bidder/ supplier under the following:

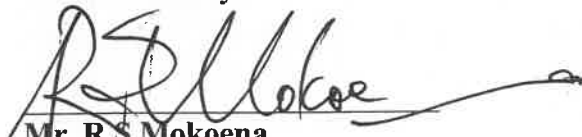
- If the bidder is not registered in the Central Supplier Database (CSD)
- If the bidder owes a municipality's utility bill for more than 90 days and there is no proof of arrangement made with the municipality to rectify the situation.
- If the bidder is prohibited to transact with any organ of state
- If the bidder's tax matters have not been declared by SARS to be in order and there is no proof of arrangement made with SARS to rectify the situation.
- If supplier is a natural person, he/ she is in the service of the state.
- If supplier is not a natural person, any of its director, manager, principal shareholder, or stakeholder a person in service of the state.
- If a supplier is an advisor or consultant contracted with the municipality

The quotations will be evaluated according to the criterion below as prescribed in the Preferential Procurement Policy framework Act No 5 of 2000 and provided for in the Municipality's Preferential Procurement Policy.

NB: No quotation will be considered from persons in the services of the state.

Failure to meet the above conditions and failure to submit the required documents may invalidate your bid/ tender.

Yours Faithfully



Mr. R.S Mokoena
Acting Municipal Manager

POINTS ALLOCATION FOR 80/20 PRINCIPLE

A) PRICE

B) SPECIFIC GOALS (B-BBEE status level contribution and locality).

Maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20 (10 BBEE and 10 Locality)
TOTAL POINTS FOR PRICE AND SPECIFIC GOALS	100

B-BBEE

B-BBEE Status level of contributor	Number of Points for Preference (80/20)
1	10
2	9
3	7
4	6
5	4
6	3
7	2
8	1
Non-compliant contributor	0

Locality

Locality of supplier	Number of points for Preference (80/20)	Evidence
Within the boundaries of Thabo Mofutsanyana District Municipality	10	Municipal Account/ Certificate relating to the payments of rates
Outside TMDM but within the boundaries of Free State Province	5	
Outside FS province but within the boundaries of Republic of South Africa	2	
Failure to provide proof of the above and/ or outside boundaries of RSA	0	