



MALUTI-A-PHOFUNG MUNICIPALITY MASEPALA wa MALUTI-A-PHOFUNG

NOTICE NUMBER: SCM/FS17/2012/2013

Date: 30th January 2013

Dear: Service provider

Request for Formal Written Quotation

Kindly furnish Maluti - a - Phofung Municipality with a written quotation for the supply of the goods / services as detailed on the below schedule.

SUPPLY AND DELIVERY OF DESK TOPS AND PRINTERS

- **Detail Specification, returnable forms MBD and General Conditions of Contract (GCC) are obtainable from Supply Chain Management Unit Office at R 100.00.**

The quotation must be placed submitted on the letterhead of your business and can be delivered by hand not later than the **06th February 2013 before 14h00 to: Supply Chain Management Unit Office of Maluti - a - Phofung Municipality (Phuthaditjhaba) Bid box "C"**.

The following condition will 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 price is 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.
- **For all transaction exceeding R 30 000.00 your Valid original tax clearance certificate must be attached.**
- **Certified copy by (SAPS)** of company registration reflecting equity owned by the members must be attached.
- **Must complete the municipal rates and taxes clearance form in order for the quotation to be considered.**
- This quotation will be evaluated in terms of 80/20 preference point system as prescribed in the Preferential Procurement Policy framework Act No 5 of 2000 and for this purpose the enclosed forms MBD 2, MBD 4, MBD 6.1, MBD 6.2 MBD8 & MBD9 must be scrutinized, completed and submitted together with your quotation.

WORK TO SERVE

**Cnr Moremoholo & Motlounge Streets, Seting Business Centre Phuthaditjhaba
Private Bag X805, Witsieshoek, 9870. Tel: 058 718 3700. Fax: 058 718 3773/5/6/7**



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POINTS ALLOCATION FOR 80/20 PRINCIPLE:

❖ PRICE	80
❖ B-BBEE STATUS LEVEL CONTRIBUTION	20

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

Failure to comply with these conditions may invalidate your offer.

Yours Faithfully

J. MATLAKALA
Acting Chief Financial Officer

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SPECIFICATION: DESK TOPS AND PRINTERS

<u>Number</u>	<u>Quantity</u>	<u>Description</u>	<u>Price per Unit including</u>	<u>Total Price</u>
1.	03	Desk tops		
2.	02	Printers		
			SUB TOTAL	
			VAT @ 14%	
			GRAND TOTAL	

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