

Elias Motsoaledi Local Municipality



Phone: (013) 262 3056/7/8/9
 Supply Chain Unit
 Procurement

Fax: (013) 262 2893

P.O. Box 48
 Groblersdal, 0470

Our Ref: Correspond with the Municipal Manager
 Ons Verw: 17-01/05/16
 Korrespondeer met die Munisipale

17 MAY 2016

INVITATION TO QUOTE (RFQ- 17-01/05/16)

Service providers are hereby requested to furnish us with a written quotation for the supply of the following items.

The price must indicate vat as well as delivery (where applicable).

In terms of Section 19 (b) of Elias Motsoaledi Local Municipality's Supply Chain Policy

SUPPLY AND DELIVERY OF CARTRIDGES

ITEM	DESCRIPTION OF GOODS	QUANTITY
1	• HP 85A LASERJET BLACK	15
2	• ROLL OF 841 X 45MM	6
3	• HP 78A LASER JET BLACK	15
4	• HP 131 A LASER JET BLACK	15
5	• HP 131 A LASER JET YELLOW	10
6	• HP 131A LASER JET MAGENTA	10
7	• HP 131 A LASER CYAN	10
8	• HP 51A LASER JET BLACK	10

Quotations must be deposited in a box marked "CARTRIDGES" not later than 25 MAY 2016 at 10:00 Faxed or e-mailed quotations will not be considered. For further enquiries don't hesitate to phone (SCM UNIT) at 013 262 3056 or P BANDA for Technical Enquiries.

EVALUATION CRITERION (80/20)

Minimum Requirements:

- Original Valid tax clearance certificate
- Valid Company registration certificate
- Certified Copy of BBBEE certificate or a Sworn Affidavit (Failure to submit BBB-EE or Sworn Affidavit; No points will be allocated, but will be evaluated further)
- Fully Completed MBD 4, 8, 9 Forms
- Proof of Municipal Rates and taxes or Municipal Service Charges not owed by your Company or any of the Directors not in arrears for more than three months. Proof of residence where applicable.

General Notes:

- The council is not bound to accept the lowest or any quotation and the council reserve the right to appoint partially or wholly or not to appoint at all.

17/5/2016

R.M MAREDI
 MUNICIPAL MANAGER
 17 MAY 2016

Municipal Manager