

Elias Motsoaledi Local Municipality



P.O. Box 48
Groblersdal, 0470

Phone: (013) 262 3056/7/8/9
Fax: (013) 262 2893

Supply Chain Unit
Procurement

Our Ref:
Ons Verw: 05-15/01/16

Correspond with the Municipal Manager
Korrespondeer met die Munisipale Bestuurder

15 JANUARY 2016

INVITATION TO QUOTE (05-15/01/16)

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

ITEM	DESCRIPTION OF GOODS/SERVICE	QUANTITY
1	HP 128A LASERJET YELLOW	20
2	HP 128A LASERJET MAGENTA	20
3	HP 128A LASERJET CYAN	20
4	HP 128A LASERJET BLACK	20
5	HP 55A LASERJET	10
6	HP 78A BLACK	10

Quotations must be deposited in a box marked "CATRIDGES" not later than **25 JANUARY 2016 at 11:00** Faxed or e-mailed quotations will not be considered. For further enquiries don't hesitate to phone (SCM UNIT) at 013 262 3056

EVALUATION CRITERION (80/20)

Minimum Requirements:

- Original Valid tax clearance certificate
- Valid Company registration certificate
- Certified Copy of BBBEE certificate or An EME letter from Accountants or Auditors (**Failure to submit BBB-EE or EME letter 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.

R.M MAREDI
MUNICIPAL MANAGER