



**REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS FOR  
ORDERS ABOVE R30 000.00 BUT LESS THAN R200 000.00**

**REFERENCE NO. UTDM/SCM/1620/2020**

**SUPPLY AND DELIVERY OF PRINTING CARTRIDGES FOR  
UTHUKELA DISTRICT MUNICIPALITY**

**17 MARCH 2020**

Uthukela District Municipality is hereby invites quotations from qualified and experienced service provider for the following:

<b>Item No.</b>	<b>Specifications</b>	<b>Quantity</b>
1.	SAMSUNG 101 S (JUDITH/ZWANE)	6
2.	BROTHER TN 2355	4
3.	LASERJET 83A (CASHIERS)	4
4.	LASERJET 55A (CREDIT CONTROL AND PAM)	10
5.	MFC 9140 CDN BROTHER- DR 261 CL TN 265Y	4
6.	MFC 9140 CDN BROTHER- DR 261 CL TN 265M	4
7.	MFC 9140 CDN BROTHER- DR 261 CL TN 265C	4
8.	MFC 9140 CDN BROTHER- DR 261 CL TN 265B	4
9.	CANON 731 Y	2
10.	CANON 731 C	2
11.	CANON 731 M	2

12.	CANON 731 B	2
13.	PRINTER CARTDGE 131 A CYAN	1
14.	PRINTER CARTDGE 131 A YELLOW	1
15.	CANON CBT CRG 128/328/728 (FIKILE)	2
<p><b><u>SPECIAL CONDITIONS:</u></b></p> <ol style="list-style-type: none"> <li>1. Suppliers are to adhere strictly to the specifications given.</li> <li>2. Not adhering to the specifications, will result in the quotation not being considered.</li> <li>3. Faxed or e-mailed quotations will not be accepted.</li> <li>4. 7 days urgent.</li> </ol>		

**GENERAL CONDITIONS:**

Quotations must be submitted using the official quotation form obtainable from the Supply Chain Management Unit office (Procurement) Room 51.

1. Sealed quotations outwardly marked: **Ref. No. UTDM/SCM/1620/2020: Supply and delivery of printing cartridge's for Uthukela District Municipality.** must be addressed to the **Municipal Manager** and placed in the Tender Box, 36 Lyell Street, Ladysmith, **not later than 12H00 on Thursday, 26 MARCH 2020.**
2. **MBD1, MBD4, MBD6.1, MBD6.2, MBD6.11 and MBD8** forms must be filled in and submitted **together with the quotation.**
3. All Quotations will be evaluated on a point system in accordance with the provisions of the **Preferential Procurement Policy Framework Act No. 5 of 2000 and the revised PREFERENTIAL PROCUREMENT REGULATIONS, 2011.**
4. In terms of Regulation 6, the **80/20 preference point system will be applicable**, with 80 points for Price and 20 Points for B-BBEE Status Level of Contribution.
5. Prices quoted must include value added tax, delivery charges and off-loading to the municipal premises.
6. **Any quote will not necessary be accepted and the Council Reserves the Right to Accept the whole or any Part of Any quote.**
7. **Certified Copy of Sanas:** B-BBEE Certificated or Proof of Exemption **must** be included in the Bid document.

- 8. A valid original Tax clearance** certificate **must be** submitted together with the document.
- 9.** Prices altered by means of correction fluid **will not** be considered
- 10. Preference will be given to Database Suppliers**
- 11. A current (30 days) Business and or Business Residential municipal account for all services must** be included in the bid document, even outside the UThukela District Municipal boundaries. In case of leasing, the lease agreement must be submitted, indicating who is responsible for water, electricity & rates.
- 12. Proof of registration**, on the central supplier database for government.
- 13. Local Production and Content:**
- 9.(1) An organ of state must, in the case of designated sectors, where in the award of tenders local production and content is of critical importance, advertise such tenders with a specific tendering condition that only locally produced goods, services or works or locally manufactured goods, with stipulated minimum threshold for local production and content will be considered.**
- 14. Pre-Qualification:**
- Only tenderers with B-BBEE Level 1 will qualify.**

Enquiries may be directed to: Fikile Shabalala      Tell: 036 638 5181

Checked by: Mr LT Ngwenya

  


**NZ KHUZWAYO**  
**ACTING MUNICIPAL MANAGER**