



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

REFERENCE NO. UTD/SCM/1536/2019

**REQUEST FOR SERVICE PROVIDER TO SUPPLY AND DELIVERY
OF CARTRIDGES FOR UTHUKELA DISTRICT MUNICIPALITY .**

26 SEPTEMBER 2019

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

Item No.	Specifications	Quantity
01	MFP 277N CF 400 A CF 401 A CF 402 A CF 403 A	10 5 5 5
02	HP 971 HP 971 HP 971 HP 970 CYAN MAGENTA YELLOW BLACK	5 5 5 10
	<u>SPECIAL CONDITIONS:</u> <ol style="list-style-type: none"> Suppliers are to adhere strictly to the specifications given. Not adhering to the specifications, will result in the quotation not being considered. Faxed or e-mailed quotations will not be accepted. 7 days urgent. 	

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/1536/2019: REQUEST FOR SERVICE PROVIDER TO SUPPLY AND DELIVERY OF CARTRIDGES 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 04 October 2019.**
2. **MBD1, MBD2, MBD4, MBD6.1, MBD6.2, MBD8 and MBD9** 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: Midesha Timol

Tell: 036 638 5100

A handwritten signature in black ink, consisting of a series of loops and a horizontal line, positioned over the printed name and title.

**SN KUNENE
MUNICIPAL MANAGER**

UTHUKELA DISTRICT MUNICIPALITY