



NKANDLA MUNICIPALITY

Postal Address:
Private Bag x 161
NKANDLA
3855

Physical Address:
Marée Road
Lot 292
NKANDLA

☎ 035-833 2000
Fax: 035-833 0920

Ref: Quotations

Enq: SCM

REQUEST FOR QUOTATIONS

Nkandla Local Municipality seeks to appoint a suitably qualified and reputable service provider to Supply and Delivery of Finance Laptops as follows:

Item	Description	Quantity
1	HP PROBOOK 450 G4, Intel® Core™ i7-7500U with Intel HD graphics 620 (2.7 GHz, up to 3.5 GHz with Intel Turbo Boost Technology, 4 MB cache, 2 cores); RAM 8 GB DDR4-2133 SDRAM (1 x 8 GB); HDD 1 TB 5400 rpm SATA; 39.6 cm (15.6") diagonal FHD anti-glare LED-backlit (1920 x 1080) Windows 10 Pro 64 bits 1 Year Limited warranty	3
2	15.6#NCH TARGUS LAPTOP BAG	3
3	SECURITY CABLE LOCK	3
4	MICROSOFT OFFICE HOME & BUSINESS 2016	3

SUPPORTING DOCUMENTS AND CONDITIONS

- ⤴ **Valid Tax Clearance Certificate & SARS Pin Issue Certificate, Company Founding Documents, Proof of registration on the NT CSD and B-BBEE Certificate must be submitted with a quotation.**
- ⤴ **MBD4, 7.1 & MBD8 must be submitted. (available from municipal website www.nkandla.org.za)**
- ⤴ The successful service provider will be required to register on the municipal database; Database Forms are available on request.
- ⤴ The Nkandla Local Municipality Supply Chain Management Policy will apply.
- ⤴ The Council reserves the right to negotiate further conditions and requirements with the successful bidder. And reserve the right not to appoint.
- ⤴ Quotations that are late, incomplete, unsigned or stamped, will not be accepted or considered. The municipality will accept no responsibility for the late delivery of quotations by courier services or any other forms of mailing.
- ⤴ The Nkandla Local Municipality does not bind itself to accept the lowest or any bid and reserves the right to accept the whole or part of the bid.
- ⤴ Bids shall remain valid for 60 . 90 days from the closing date (**02 October 2017**).
- ⤴ All prices should be inclusive of Value Added Tax (VAT).

FINANCE LAPTOPS

All Completed quotations and supporting documents must be submitted in a sealed envelope clearly marked with their quotation names as above and must be *and deposited in the municipal tender box situated at the reception area of the Nkandla Municipality, Lot 292, Maree Road, Nkandla 3855 by Monday, the 2nd of October 2017 at 12h00.*

EVALUATION CRITERIA

Nkandla Local Municipality subscribes to the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000) read with The Revised Preferential Procurement Regulations . Gazette No. 27636, 30 May 2005. The 80/20 preference point system shall be applicable during the evaluation.

- **Preferential Points System (80/20); 80 for Price and 20 for B-BBEE contribution status level allocated as follows:**

B-BBEE Status Level of Contributor	Number of points (80/20 system)
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

BID ENQUIRIES

Enquiries should be directed to the IT Technician, Mr SA Buthelezi on (035) 833 2034 during office hours.

Mr. LS Jili
MUNICIPAL MANAGER
22/09/2017