



# NKANDLA MUNICIPALITY

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3855

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Nkandla

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Website: [www.nkandla.org.za](http://www.nkandla.org.za)

## INVITATION FOR QUOTATIONS

Nkandla Local Municipality seeks to appoint a suitable service provider for provision of HP Laptop for 11 Municipal Employees.

Description	Quantity
• HP ProBook 450 G5- i5-8265U Silver Notebook 8 <sup>th</sup> gen intel R Core i5 Processor, 1.6 GHz. 39.6 cm (15.6"), 1366 x 768 pixels. 4 GB, DDR4-SDRAM. 500 GB, HDD. On-board graphics adapter. Windows 10 Pro. Products	11
• 15"inch Laptop Bags	11
• TARGUS SECURITY CABLE LOCKER	11

### SUPPORTING DOCUMENTS AND CONDITIONS

- ▲ Tax Clearance Certificate and Company Founding Documents and B-BBEE Certificate must be submitted with a quotation
- ▲ MBD 1, MBD4 & MBD8 must be submitted. (available from municipal website [www.nkandla.org.za](http://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 (09 October 2019).
- ▲ All prices should be inclusive of Value Added Tax (VAT).

### Provision of HP Laptops

All Completed quotations and supporting documents must be submitted in a sealed envelope clearly marked with the quotation name as above and must be deposited in the municipal tender box situated at the reception area of the Nkandla Municipality, Lot 292, Maree Road, Nkandla 3855 **Wednesday on the 09<sup>th</sup> of October 2019 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 must be directed to Mr S Buthelezi on (035) 833 2034 during office hours.

  
Mr. S. Buthelezi  
Municipal Manager  
03/10/2019