

**MAKHADO MUNICIPALITY**  
**QUOTE NO. MAK000028/2012**

**QUOTATION: SUPPLY AND DELIVERY OF OFFICE FURNITURE**

Suitable potential service providers are hereby invited to submit written quotations for the **SUPPLY AND DELIVERY OF OFFICE FURNITURE.**

The Specification is as follows:

**OFFICE DESKS**

- 1 X 2200X1100 Flat front oval top desk with steel capped leg and CPU penenza (Mahogany Veneer)
- 2 X 1800X2150 L Shaped desk suite with credenza and 3 drawer mobile pedestal (Mahogany Veneer)

**WALL UNITS**

- 2 X 2 Door base unit with 2 glass doors on top (Mahogany Veneer)
- 1 X Wall unit with 2 glass doors and 1 solid door on top (Mahogany Veneer)

**CABINETS**

- 2 X 1500X900 Hinged door systems cabinet including 3 shelves (Mahogany Veneer)

**CHAIRS**

- 3 X High back swivel & tilt black leather chairs
- 7 X Black leather visitors arm chairs

**Requirements**

- **Valid Original Tax Clearance Certificate**
- **Certified copy of ID**
- **Copy of company registration certificate**
- **BBBEE Certificate**

Quotations must be as follows:

1. be signed by an authorized person of the supplier
2. be on an original letter head of the company/enterprise
3. be valid for a period of sixty (60) days from the closing date
4. clearly indicate the price charged vat inclusive
5. be accompanied by an original valid SARS Tax Clearance Certificate.
6. be accompanied by fully completed MBD 6.1 obtainable from the municipality or can be downloaded from municipal website [www.makhado.gov.za](http://www.makhado.gov.za).

Fully priced and signed quotations must be sealed in an envelope clearly marked quote number “**MAK000028/2012**” & description “**SUPPLY AND DELIVERY OF OFFICE FURNITURE**” and be deposited in the tender box at the foyer of the Civic Centre at the physical address reflected below by no later than **12H00 of 17 APRIL 2012**

Quotations received will be assessed in accordance with the Municipal Supply Chain Management Regulations, 2005 read with Council’s Supply Chain Management Policy and 80/20 points scoring will be used.

**Please Note:**

1. No quotation by facsimile or by e-mail will be accepted.
2. Enquiries in this regard must be directed to **Sidimela M.P or Mokwena Katlego** at telephone number **015 519 3026** during office hours.
3. Council reserves the right not to accept lowest or any quotation or to accept part of a quotation only.

4. Admin enquiries can be directed to **Ms TP Ntsieni or Ms Nefolovhodwe** at **015 519 3129/3179**

Civic Centre  
83 Krogh Street  
LOUIS TRICHARDT  
0920

**E. MUGARI**  
**ACTING MUNICIPAL MANAGER**

**Notice no: 34 /2012**  
**File no: 8/3/2/1**