

MAKHADO MUNICIPALITY

QUOTE NO. MAK28/2018

SUPPLY AND DELIVERY OF OFFICE FURNITURE

All interested service providers are hereby invited to submit written quotations for the supply and delivery of office furniture

SPECIFICATION

ITEM	DESCRIPTION	QUANTITY
01	<u>OFFICE DESK:PRISM/PRISMO</u> Prism/Prismo desk is very elegant mahogany veneer finished desk with an 80mm thick desk top provided with a scratch resistant leather inlay and brushed aluminium cable wholes. It has pillar legs with intricate detailing adding to its executive elegance. Its free standing credenza consists of two drawers and one CPU compartment.	01
02	<u>VISITORS CHAIRS</u> Visitors Chairs that is made with black genuine leather upper and scratch protected industrial leather back. It must have a solid mahogany wooden armrests and a chrome sleigh base.	02
03	<u>WALL UNIT</u> Mahogany veneer wall unit with four glass doors	01

NB: Only locally produced goods, services or works or locally manufactured goods with as stipulated minimum threshold for local production and content will be considered.

If the raw material or input to be used for a specific item is not available locally, bidders should obtain written authorization from the DTI should there be a need to import such raw material or input and a copy of the authorization letter must be submitted together with bid documents at the closing date and time of the bid. For more information, bidders may contact the Clothing, Textile, Foot wear and Leather Unit at DTI at telephone no. 012-394 3717/1390

The exchange to be used for the calculation of local production and content must be the exchange rate published by SA Reserve Bank at 12:00 on the date of advertising this tender.

Only SABS approved technical specification number SATS 1286:2011 must be used to calculate local content.

Requirements

- Valid Tax Clearance Certificate with Tax compliance status pin issued
- A copy of Company Registration Certificate/ CK.
- Certified copy/copies of company owner(s) ID Book(s). Not later than three (03) months.
- Certified copy of BBBEE Certificate or Affidavit (For Preferential Points). Not later than three (03) months.
- Attach Proof of payment of Municipal Bill/ Rates accounts/ Formal Lease Agreement, Letter from the Traditional Authority for both entity and directors of the company.
- Fully completed MBD6.2 declaration certificate and local content annexures
- A copy CSD Summary Report

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 a valid SARS Tax Clearance Certificate.
6. Be accompanied by fully completed MBD 6.1 and MBD 4 obtainable from the municipality or can be downloaded from municipal website www.makhado.gov.za.

Fully priced and signed quotations must be sealed in an envelope clearly marked quote number **“MAK28/2018”** & 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 18 May 2018**

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. Preference points will be allocated according to BBBEE rating.

Please Note:

1. No quotation by facsimile or by e-mail will be accepted.
2. Enquiries in this regard must be directed to **Mr K Sigidi at** contact 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. All Service Provider doing business with Makhado municipality are required to register on the CSD (**Central Supplier Database**)
5. Admin enquiries can be directed to **Ms TP Ntsieni** or **Mr M Ramabulana** at **015 519 3179/3024**

Civic Centre
83 Krogh Street
LOUIS TRICHARDT
0920

Notice no: 48/2018
File no: 8/3/2/1
MR N F TSHIVHENGWA
MUNICIPAL MANAGER