

**MAKHADO MUNICIPALITY**

**QUOTE NO. MAK00008/2013-2014**

**QUOTATION: 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:**

**5 x Hinged door filing cabinet cupboard with 3 shelves**

**4 x Basic office desks single pedestal desk 1800x1000 with 3 drawers in the English oak**

**1 x Basic office desk single pedestal desk 1800x1000 with 3 drawers + sliding door credenza with extended top LHS 1900\*600 in English Oak**

**1 x Executive desk shell RHS 1800\*1100 + RSD pedenza with deep filter with central lock RHS 1350x600 in Burgan mahogany**

**1 x Office desk single pedestal desk 1800 x 1100 with 3 drawers + sliding door credenza with extended top LHS 1900\*600 in English Oak**

**1 x Office desk L shaped desk with pedestal and padenza LHS 1800\*1500 in Burgan mahogany**

**6 x High proper back support swivel and tilt chair in leather**

**6 x Visitors chairs in leather with wooden arms**

**Requirements**

- **Valid Original Tax Clearance Certificate**
- **A Certified Copy of company registration certificate**
- **Certified copy/copies of company owner(s) ID Books**
- **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 and MBD 4 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 **"MAK00008/2013-2014"** & 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 06 SEPTEMBER 2013**

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 MAKHUBELA MP** at telephone number **015 519 3214** 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 Ntsieni TP** or **Mr Ramabulana M** at **015 519 3129/3179**

Civic Centre  
83 Krogh Street  
LOUIS TRICHARDT  
0920

**IP MUTSHINYALI**  
**MUNICIPAL MANAGER**

**Notice no : 135/2013**

**File no : 8/3/2/1**