



DANNHAUSER MUNICIPALITY

INVITATION TO TENDER - TENDER No: 21/08/2020

DESCRIPTION: SUPPLY AND DELIVERY OF 2X PRINTER ON RENTAL ON A 3 YEARS CONTRACT FOR EXPENDITURE SECTION AND MM OFFICE

Dannhauser Municipality hereby invites all qualified Service providers to tender for Tender No. 21/08/2020 for **SUPPLY AND DELIVERY OF 2X PRINTER ON RENTAL ON A 3 YEARS CONTRACT FOR EXPENDITURE SECTION AND MM OFFICE.**

This bid will be evaluated in terms of the 80/20 preferential point system as prescribed in the Preferential Procurement Policy Framework Act (No 5 of 2000 Amended in 2017). Certified copy or original BBBEE must be submitted.

In terms of section 13 of the municipal Supply Chain Management Policy and the official tender procedures, the Municipality will reject all tenders that do not comply with the following conditions.

Conditions

- Bidders must be registered on the Central Supplier Database and proof of registration must be submitted.
- Price(s) quoted must be valid for at least ninety (90) days from date of offer.
- Price(s) quoted must be firm and inclusive of VAT.
- Bidders must include Tax Clearance Certificate (SARS Pin).
- This bid is subject to the general conditions of contract (GCC) and if applicable, any other specific conditions of contract.
- MBD 4, MBD 6.1, MBD 8 & MBD 9 must be scrutinized, completed and submitted together with your quotation.
- CIPC Registration certificate "CK"
- Current municipal rates account or proof of residence for those who reside in rural areas
- Company profile with traceable references.
- Background and experience of the firm in a related field.
- A successful service provider will be required to supply a spare toner.
- Suppliers of these services or who is dealing with this kind of service will get preference.
- The Technician must report within 24 hours if called for maintenance or to resolve any problem associated with a printer.
- Maintenance cost to be incurred by the supplier.
- Insurance costs for the printers to be incurred by the supplier.
- Preference will first be made to local service providers.
- No bids will be considered from persons in the service of the state.
- Bidders must fill in the Tender register stating the date and time of when they submitted their tender documents, available at the tender box.
- The Municipality reserves the right to withdraw any invitation to tenders and/or to re-advertise or to reject any tender or to accept a part of it.
- The municipality reserve the right to appoint a portion or split the service to a service provider.
- The Municipality does not bind itself to accepting the lowest tender or award a contract to the bidder scoring the highest number of points.

Rental Printer Specification

- 30 Pages per minute colour IMPF
- A4 Paper size
- 1200 X 1200 DPI Print Resolution
- Up to 220 GSM paperweight
- 320 GB Hard Disk
- 250 Sheet Paper Capacity
- Scan to USB / Email
- PostScript Emulation
- 10. inch Android Smart OPERATIONAL panel
- Customizable Home Screen
- 3 years contract

EVALUATION CRITERIA

Only bidders who quoted correctly and according to the above Specifications will be considered for the final stage which is Pricing (80/20).

Tenders must be submitted in a sealed envelope; clearly marked “**TENDER NO: 21/08/2020 SUPPLY AND DELIVERY OF 2X PRINTER ON RENTAL ON A 3 YEARS CONTRACT FOR EXPENDITURE SECTION AND MM OFFICE.**” and must be deposited into the tender box situated at the reception area of Dannhauser Municipal offices. Tenders should be received no later than **12H00 on the 05 October 2020**, where after bids will be opened in public. **Late, emailed or faxed bids will not be accepted.**

Any enquiries with regards to the above may be directed to **Mr. Bheka Khanyile**, email: bhekak@dannhauser.gov.za at 08 Church Street or telephonically on 034- 621 2666 ext. 741 during working hours, between 07H30 and 16H00 with lunch interval from 13H00 to 13H30, Monday to Friday.

WB NKOSI
MUNICIPAL MANAGER

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