

Dannhauser Municipality KZN 254

8 Church Street

Telephone: 034 621 2666

DANNHAUSER
3080



Date of Advert: 31/03/2022

Quotation Number: RFQ/1029

Description: SUPPLY AND DELIVER OF MICRO SOFT OFFICE HOME AND STUDENT 2021 FOR 25 COUNCILLORS

Kindly furnish us with a written quotation for the supply of the goods/services as detailed in the enclosed schedule.

The quotation must be submitted on the letter head of your business no later than, **11 APRIL 2022 at 12H00.**

Quotation are to be submitted in a sealed envelope; clearly marked "**Quotation number & Description**" must be deposited in the tender box situated at the reception area of Dannhauser Municipality offices, **8 church street**, Dannhauser 3080

The following conditions will apply:

- Price(s) quoted must be valid for at least thirty (30) days from date of your offer.
- Price(s) quoted must be firm and must be inclusive of VAT.
- A firm delivery period must be indicated.
- Bidders must include their certified BBBEE certificate copy (MBD 6.1).
- Bidders must include both original Tax Compliance Certificate (SARS Pin).
- This quotation will be evaluated in terms of the 80/20 preference point system as prescribed in the Preferential Procurement Policy Framework Act (No 5 of 2000) and for this purpose the enclosed forms MBD 4, MBD 6.1, MBD 8 & MBD 9 must be scrutinized, completed and submitted together with your quotation. (MBD forms are available from SCM office & from the website www.dannhauser.gov.za under Budget then scm forms)
- Bidders must be registered on the Central Supplier Database and proof of registration must be submitted.
- The successful provider will be the one scoring the highest points.
- Preference will first be made to local service providers.
- Bidders are required to submit their most recent municipal accounts for their business location or their personal residence account i.e. rates/refuse or Proof of residence for those who reside in rural areas.
- Bidders must fill in the RFQ register stating the date and time of when they submitted their RFQs, available at the tender box.
- Bidders must be registered on The Dannhauser Municipality Suppliers database, forms are available from the website www.dannhauser.gov.za & from reception.
- Dannhauser Municipality does not bind itself to accept the lowest, or any quote.
- The Municipality reserves the right to withdraw any invitation to quotations/proposal and/or to re-advertise or to reject any quotations/proposal 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 quotations/proposal or award a contract to the bidder scoring the highest number of points.

NB: No quotations will be considered from persons in the service of the stateⁱ

Failure to comply with these conditions may invalidate your offer.

SCHEDULE

DESCRIPTION: QUOTATIONS FROM SUITABLE AND QUALIFIED SERVICE PROVIDERS AS PER BELOW SCHEDULE:

SUPPLY AND DELIVER OF MICRO SOFT OFFICE HOME AND STUDENT 2021 FOR 25 COUNCILLORS

DELIVERY ADDRESS:

08 church Street, Dannhauser Municipality, for more info please contact **Mr Bheka Khanyile** on 034 621 2666/ EXT:741 between 07H30 and 16H00 with lunch interval of 13H00 to 13H30.

ⁱ * MSCM Regulations: "in the service of the state" means to be –

- (a) a member of –
 - (i) any municipal council;
 - (ii) any provincial legislature; or
 - (iii) the national Assembly or the national Council of provinces;
- (b) Board of directors of any municipal entity;
- (c) an official of any municipality or municipal entity;
- (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
- (e) a member of the accounting authority of any national or provincial public entity; or
- (f) An employee of Parliament or a provincial legislature.