

Dannhauser Municipality KZ 254



8 Church Street

Private Bag X1011
DANNHAUSER
3080

Telephone: 034 621 2666

Date of Advert: 14/09/2023

Quotation Number: RFQ/1067

Description: SUPPLY AND DELIVERY OF CARTRIDGES AND BOXES OF A4 PAPERS

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, **22 SEPTEMBER 2023 at 12H00.**

Quotations are to be submitted in a sealed envelope; clearly marked "**Quotation number & Description**" must be deposited in the tender box situated at the security room of Dannhauser Municipal 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 SCM.
- 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 state¹

Failure to comply with these conditions may invalidate your offer.

The specific goals allocated points in terms of this tender	Number of points claimed (80/20 system) (To be completed by the tenderer)	Means of verification
2,5 points for 100% black person or people owned enterprise;		Certified Identity Documents of the owners and CSD Report
2,5 points for more than 30% woman or women shareholding or owned enterprise;		Certified Identity Documents of the owners and CSD Report
2,5 points for more than 30% youth shareholding or owned enterprise;		Certified Identity Documents of the owners and CSD Report
2,5 points for more than 30% people living with disability shareholding or owned enterprise.		CSD Report
2,5 points for enterprise regarded as EMEs located within the local area of jurisdiction;		B-BBEE Sown Affidavit and Your Municipal rates account or proof of residence if you are from rural area
5 points for Corporate Social Investment (CSI) or Social Labour Plan proposition;		Corporate Social Investment (CSI) or Social Labour Plan
2,5 points for valid B-BBEE level 1 contribution		B-BBEE Certificate or equivalent

SCHEDULE

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

SUPPLY AND DELIVERY OF CARTRIDGES AND BOXES OF A4 PAPERS	
ITEMS DESCRIPTION	QUANTITY
131A Magenta Cartridge	CF213A X 4
131A Black Noir Cartridge	CF210A X 7
131A Yellow Jaune Cartridge	CF212A X 5
131A Cyan Cartridge	CF211A X 4
Boxes of Pink Papers	X 4

DELIVERY ADDRESS:

08 church Street, Dannhauser Municipality, for more info please contact **Mr Mxolisi Dube, Creditors Clerk** on **034 621 2666, EXT 727** 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)rd 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.

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Mrs MS Sithole
ACTING MUNICIPAL MANAGER