

# NALA LOCAL MUNICIPALITY



## REQUEST FOR FORMAL PRICE QUOTATION (RFQ/003/2023-24)

SUPPLIERS ARE HEREBY INVITED TO SUBMIT FORMAL PRICE QUOTATIONS FOR THE FOLLOWING,

DESCRIPTION	QUANTITY	SPECIFICATIONS	TECHNICAL CONTACT PERSON
Supply and delivery of Laptops, including bags	9	See attached	Ms. Lerato Khaeane (ICT Practitioner) Email: <a href="mailto:lkhaeane@nala.org.za">lkhaeane@nala.org.za</a>
Supply and delivery of Desktop	1	See attached	Ms. Lerato Khaeane (ICT Practitioner) Email: <a href="mailto:lkhaeane@nala.org.za">lkhaeane@nala.org.za</a>

The quotation must be submitted on the letterhead of your business in a sealed envelope and must be **DELIVERED** to the address stated below, not later than **14 March 2024 @12H00**

Further note the following:

- The Municipality will apply its Supply Chain Management Policy and the preferential procurement policy to select suitable bidder.
- The quotation must be on the letterhead of the business.
- Price(s) quoted must be valid for at least thirty (30) days from the date of your offer. Evaluation criteria of 80/20 preference points system will be applicable. (80 points for price and 20 points for specific goals), and for this purpose the MBD1, MBD4, MBD6.1, MBD8 and MBD9 must be scrutinized, completed, and submitted together with your bid. Non-Compliance to this request will lead to disqualification.
- To claim preference points for specific goals. **1. B-BBEE (10)** a valid original or certified B-BBEE status level verification certificate (SANAS accredited) or a sworn affidavit must be submitted to validate the claim. **2. Locality (10)** The tenderer shall submit a Municipal Billing Clearance Certificate/municipal rates and service charges statement (not in arrears for more than 90 days) of Director(s) and Company or if renting, a lease agreement and owner's copy of up-to-date municipal rates and service charges (not in arrears for more than 90 days). Should the tenderer not be based in the Nala Local Municipality, shall submit a Municipal Billing Clearance Certificate issued by the municipality in which he/she is based. A valid SARS Tax compliance status pin to be submitted. **It is the responsibility of the bidder to ensure that the company's Tax Status always remains compliant.**

The National Treasury Central Supplier Database Summary report must be submitted.  
Cipro Certificate and Certified Copies of Directors must be submitted.

Address: Nala Local Municipality, Tender box, 8 Preller Street, Bothaville, 9660. All Compliance enquiries to be directed to Mr. M Malete (Manager: Supply Chain & Assets), [mmalete@nala.org.za](mailto:mmalete@nala.org.za), 056 514 9200.

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Mr S J Lehloeny  
(Municipal Manager)  
Nala Local Municipality  
9660  
Date:

05/03/2024