



LEJWELEPUTSWA DISTRICT MUNICIPALITY

Office of the District Municipal Manager

Cnr. Jan Hofmeyer & Tempest Road

P.O. Box 2163

WELKOM

9460

RFQ NO. 534/09/2023

SUPPLY AND DELIVERY OF MICROSOFT LICENSES

Lejweleputswa District Municipality hereby requests quotation from reliable and reputable service provider to Supply and deliver of Microsoft licenses for Lejweleputswa District Municipality.

- Microsoft visio professional 2021 X 1
- Microsoft office professional plus 2021 X 30

Quotations must be submitted on the letterhead of your business and must be hand delivered or posted for the attention of:

Mrs. M.E Mashele
Lejweleputswa District Municipality
Supply Chain Management Unit
CNR Jan Hofmeyer and Tempest Road,
Welkom
9460

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 inclusive of VAT
- Bidders must attach quotation with a letter head of the company when submitting bids.
- This bid will be evaluated in terms of the **80/20** preference point system in terms of LDM Preferential Procurement Policy of 2022 and Supply Chain Management Policy, and for this purpose the **MBD1, MBD4, MBD6.1, MBD8 and MBD9** must be scrutinized, completed and submitted together with your bid. **Non-adherence to this request will lead to disqualification.**
- In order 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 completed on the DTI format 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), 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 Lejweleputswa District Municipality, he shall submit a Municipal Billing Clearance Certificate issued by the municipality in which he/she is based.
- A valid SARS Tax Clearance Certificate and the tax compliance status pin to be submitted. It is the responsibility of the bidder to ensure that the company's Tax Status remains **compliant** at **ALL** times.
- The National Treasury Central Supplier Database Summary report must be submitted.

NB: No proposals will be considered from the person in the service of the state.
No late proposals will be considered.

Enquiries: Technical - Mr. M.G Rantsatsi - (moletsane@lejwe.co.za) 057 101 0187
SCM - Mrs. M.E Mashele - (clarki@lejwe.co.za) 057 101 0187

Closing date: **12 September 2023 @ 16:00 pm**

Mr. S.J MORE

ACTING DISTRICT MUNICIPAL MANAGER