



PROJECT NO: JSM-ADM/HRM&D-FUR – 02/22-23: THE APPOINTMENT OF PANEL OF SERVICE PROVIDERS FOR THE SUPPLY, DELIVERY AND ASSEMBLING OF OFFICE FURNITURE FOR DR JS MOROKA LOCAL MUNICIPALITY FOR AS AND WHEN REQUIRED FOR A PERIOD OF 36 MONTHS.

## C 2.2. BILL OF QUANTITIES

### BILL OF QUANTITIES / SUMMARY OF TOTAL OFFERED FEES

NO.	PRODUCT DESCRIPTION	QTY	RATES/UNIT PRICE (R)	YOUR OFFER (FULL DESCRIPTION OF BIDDER'S PRODUCT AGAINST THE GIVEN SPECIFICATION)
A.	EXECUTIVE OFFICES			
1.	<b><u>EXECUTIVE OFFICE</u></b> <b>Feature:</b> <ul style="list-style-type: none"><li>- Cordia (Solid Edge Top) Veneer (32mm x 25mm),</li><li>- Double Pedestal Desk (2000 x 1000mm)</li><li>- Wall Unit Comprising of Base Unit 4 Doors (1800 x 750H)</li><li>- 2 Top Unit with glass doors</li><li>- Executive Chairs (Dashes high back upholstered in black)</li><li>- Visitor's Chairs (Futura Wooden Sleigh Base Chairs)</li><li>- Coat and Hat Stand (Silver)</li><li>- Modern Bin</li></ul>	01		

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Witness 2

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Witness 1

Witness 2



MANAGER'S OFFICES				
2.	<b>Features:</b> <ul style="list-style-type: none"> <li>- Boston Veneer Solid Top (70 x 25mm)</li> <li>- Desk with Conference end (2500 x 1200mm)</li> <li>- L Extension (1200 x 600mm)</li> <li>- Rear Table (2000 x 600mm)</li> <li>- 4 x Drawer high Pedestal and Central locking</li> <li>- 4 Door top unit with full glass hinge door</li> <li>- 4 Door sever (1800 x 710H)</li> <li>- Visitors Chairs (Futura Wooden Sleigh Base)</li> </ul>	01		
3.	<b>Cute L Shaped Desk</b> <ul style="list-style-type: none"> <li>• Desk size: 1600L x 790W x 800H.</li> <li>• Credenza size: 1000L x 447W x 800H.</li> </ul> <b>Features:</b> <ul style="list-style-type: none"> <li>- Mahogany veneer finish.</li> <li>- L shape desk with free standing extension and three drawer mobile pedestal with central locking.</li> </ul>	01		

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4	<b>Executive Desk</b> <ul style="list-style-type: none"><li>• Desk size: 1800L x 950W x 800H.</li><li>• Credenza size: 1000L x 447W x 800H.</li></ul> <b>Features:</b> Mahogany desk with attached desk height central lockable pedestal.	01		
<b>B.</b>	<b>RECEPTION AREA SEATING</b>			
1.	<b>Steel Bench:</b> <b>Features:</b> <ul style="list-style-type: none"><li>- 4 x Seater Silverline bench.</li><li>- Mild steel with powder coated silver finish,</li><li>- Chromed legs and armrest.</li></ul>	01		
2.	<b>Steel Bench:</b> <b>Features:</b> <ul style="list-style-type: none"><li>- 3 x Seater Silverline bench.</li><li>- Mild steel with powder coated silver finish,</li><li>Chromed legs and armrest.</li></ul>	01		

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3.	<b>Counselling Couch:</b> <ul style="list-style-type: none"> <li>- Three-seater, medium backrest with side armrests</li> <li>- Padded with polyurethane foam leather upholstered in black or dark grey.</li> <li>- Standard with aluminium legs.</li> </ul>	01		
4.	<b>Counselling Couch:</b> <ul style="list-style-type: none"> <li>- Two-seater, medium backrest with side armrests.</li> <li>- Padded with polyurethane foam leather upholstered in black or dark grey.</li> <li>- Standard with aluminium legs.</li> </ul>	01		
5.	<b>Reception Couches</b> <ul style="list-style-type: none"> <li>- One seater, plus three seater, medium backrest with side armrest.</li> <li>- Padded with polyurethane foam leather upholstered in black or dark grey.</li> <li>- Standard with aluminium legs.</li> </ul>	01		
<b>C.</b>	<b>WALL UNITS</b>			

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1.	<b>Features:</b> <ul style="list-style-type: none"> <li>- Two top lockable glass doors.</li> <li>- Two base wooden lockable doors</li> <li>- One solid wooden lockable door.</li> <li>- Mahogany veneer finish.</li> <li>- Size: 1350W x 420D x 2000H.</li> </ul>	01		
2.	<b>Features:</b> <ul style="list-style-type: none"> <li>- Four top lockable glass doors.</li> <li>- Four base wooden lockable doors.</li> <li>- Mahogany veneer finish.</li> <li>- Size: 1800W x 420D x 2000H.</li> </ul>	01		
<b>NO.</b>	<b>PRODUCT DESCRIPTION</b>	<b>QTY</b>	<b>RATES/UNIT PRICE</b>	<b>YOUR OFFER</b>
<b>D.</b>	<b>BULK FILING</b>			

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1.	<b>Features:</b> <ul style="list-style-type: none"><li>- 6 x Steel Bay Bulk Filing System including measuring 2270mm(H) x 1100mm(W) x 2960mm(L).</li><li>- Each bay must carry x 6 shelves which are 360mm deep.</li><li>- Each bay must have a black or gray handle.</li><li>- The bays must be centrally lockable with two pairs of keys.</li><li>- Colour: Grey.</li><li>- The floor area must be covered with rubber mat.</li></ul>	01		
2.	<b>Features:</b> <ul style="list-style-type: none"><li>- 5 x Steel Bay Bulk Filing System including measuring 2270mm(H) x 1100mm(W) x 2960mm(L).</li><li>- Each bay must carry x 6 shelves which are 360mm deep.</li><li>- Each bay must have a black or gray handle.</li><li>- The bays must be centrally lockable with two pairs of keys.</li><li>- Colour: Grey.</li><li>- The floor area must be covered with rubber mat.</li></ul>	01		

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3.	<b>Features:</b> <ul style="list-style-type: none"><li>- Heavy Duty Shelves, Stand alone structure</li><li>- 2000mm high, 600mm deep, 900mm wide</li><li>- 5 shelves</li><li>- Galvanised</li><li>- 120kg/ level and 400kg total</li><li>- Adequate cantilever support for stand-alone application.</li></ul>	01		
<b>E.</b>	<b>CABINET</b>			
1.	<b>Four Drawer Steel Cabinet</b> <ul style="list-style-type: none"><li>- 4 x central lockable drawers</li><li>- 1320mm (h) x 470mm (w) x 630mm (d).</li><li>- Colour – Ivory Karoo.</li></ul>	01		
2.	<b>Roller door systems cupboard:</b> <ul style="list-style-type: none"><li>- 3 x lockable shelves</li><li>- Lockable</li><li>- 1100W x 560D x 1500H</li></ul>	01		

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F. OFFICE CHAIRS				
1.	<b>Heavy Duty High back leather chair</b> <b>Features:</b> <ul style="list-style-type: none"> <li>- Black leather</li> <li>- Rigid nylon arm rest</li> <li>- Extra wide-650mm or more</li> <li>- 5 star aluminium base</li> <li>- Heavy duty 4 x4 castors which is protected from damage and noise</li> <li>- Maximum weight capacity of 160kg or more</li> </ul>	01		
2.	<b>Heavy Duty visitors leather chair</b> <ul style="list-style-type: none"> <li>- Black leather</li> <li>- Rigid nylon arm rest</li> <li>- Extra wide – 650mm or more</li> <li>- Maximum weight capacity or 160kg or more</li> </ul>	01		
G. OFFICE ACCESSORIES				
1.	- Single Mahogany veneer wooden letter trays.	01		
2.	- Double Mahogany veneer wooden letter trays.	01		
3.	- Polypropylene carpet protector; 1.200mm (L) x 900mm (W)	10		

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	<p>x 0mm(H).</p> <ul style="list-style-type: none"> <li>- Vinyl Clear Carpet Floor Mat Protector; either zig-zag or straight line; 05 x rolls of Capert Protector 68cm x 150cm.</li> </ul>	05		
4.	<p><b>Spine align chair back support.</b></p> <p><b>Features:</b></p> <ul style="list-style-type: none"> <li>- Lightweight back support encourages good posture whilst gently supporting and cradling back.</li> <li>- Ideal for long hours of sitting, while working.</li> <li>- Includes an elastic band that keeps it tied to the chair.</li> </ul>	01		
5.	<p><b>Footrest</b></p> <p><b>Features:</b></p> <ul style="list-style-type: none"> <li>- This under desk footrest should be angled to support feet at the correct position and allows more movement of feet to improve circulation.</li> <li>- Black in Colour.</li> <li>- Measuring: 340mm (W) x 300mm (D) x 100mm (H - measured at the centre).</li> </ul>	01		

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H.	KITCHEN APPLIANCES			
1.	<b>Bar Fridge</b> <b>Features:</b> <ul style="list-style-type: none"><li>- 100 litres</li><li>- White</li><li>- Lockable doors.</li><li>- Electric surge adaptor.</li></ul>	01		
2.	<b>Refrigerators</b> <b>Features:</b> <ul style="list-style-type: none"><li>- 315 litres</li><li>- White</li><li>- Lockable doors.</li><li>- Electric surge adaptor.</li></ul>	01		
3.	<b>Microwave</b> <b>Features:</b> <ul style="list-style-type: none"><li>- 28 litres</li><li>- White</li><li>- Digital control</li><li>- Electric surge adaptor.</li></ul>	01		

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4.	<b>Electric Kettle</b> <b>Features:</b> <ul style="list-style-type: none"> <li>- 1.7 litres</li> <li>- 360 degree base with cordless operation</li> <li>- On/off switch and indicator light.</li> </ul>	01		
5	<b>Repairs of Office Furniture</b>	01		
	- <b>Chairs</b>			
	- <b>Table</b>	01		
	- <b>Couch</b>	01		
	- <b>Bar Fridge</b>	01		
	- <b>Cupboard</b>	01		
	- <b>Cabinet</b>	01		
	<b>TOTAL</b>		<b>TOTAL</b>	

**NB:** Any other goods or services not mentioned should be approved by the Municipal Manager or his delegate prior procurement.

**ESTIMATED DELIVERY PERIOD AFTER APPOINTMENT:** \_\_\_\_\_ **DAYS**

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Signature..... Date .....

Name..... Position.....

Tenderer.....

1. The grand total for the duration of 36 months must be carried /forwarded to the Form of Offer.
2. Although the tenderer is at liberty to insert a rate at his own choice for each item in the schedule, his attention is drawn to the fact that the employer has the right, under various circumstances, to payment for additional work carried out and that the latter is obliged to base his assessment and the payment to be paid for such additional work on the rates inserted in the schedule by the tenderer.

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*Tenderer*

*Witness 1*

*Witness 2*

*Employer*

*Witness 1*

*Witness 2*