

INXUBA YETHEMBA
UMASIPALA WASEKHAYA / PLAASLIKE MUNISIPALITEIT /
LOCAL MUNICIPALITY

P O Box 24
CRADOCK
5880
TEL : +27(0)48 801 5000
FAX : +27(0)48 881 1421



P O Box 55
MIDDELBURG
5900
TEL : +27(0)49 842 1337
FAX : +27(0)49 842 1310

"A coherent developmental municipality putting people first and providing a better life for all its citizens"

REQUEST FOR QUOTATION

| | |
|----------------------|---|
| To: | ALL PROSPECTIVE SERVICE PROVIDERS |
| Project Name: | SUPPLY AND DELIVERY OF LAPTOPS AND DESKTOP |
| Requestor: | INXUBA YETHEMBA MUNICIPALITY |
| QUOTATION NO. | IYM02/12/2023Q |
| NOTICE NO. | 04/2024 |
| Advert Date: | 11 JANUARY 2024 |
| Closing Date: | 18 JANUARY 2024 |

SPECIFICATION

SPECIFICATION AND PRICING SCHEDULE:

| No. | Description of Goods | Quantity | Unit Price | Total Price |
|-----|---|----------|------------|-------------|
| 1. | <p>Laptop</p> <ul style="list-style-type: none"> - 14" FHD (1920 x 1080) IPS - Intel Core i5-1165G7 - 16GB Soldered DDR4-3200 - 512GB SSD NVMe PCI-E - Integrated Intel Iris Xe - Wifi 6 (802.11ax), Bluetooth, LTE, LAN - 2x USB Type-A, 2X USB Type – C ,1X HDMI , 1x MicroSD ,LAN Port , 1x Audio Jack - Backlit, English (EU) - Windows 11 Pro - 3-year warranty (Carry-In to Manufacturer's Authorized Service Center) | 3 | | |

| | | | | |
|----|---|---|--|--|
| 2. | <p><u>Laptop Bag Specification</u></p> <ul style="list-style-type: none"> - Cut-proof exterior material and hidden zippers to prevent theft - Charging port for easy access (Power bank not included) - Rear strap attachable to luggage handles for added portability - Luminous rear strip keeping you safe at night - Inner pockets and slots for laptop, digital devices and water bottle - Dimensions: 26cm (L) x 11cm (B) x 43cm (H) | 1 | | |
| 3 | <p><u>DESKTOP</u></p> <p>Intel Core i5 - 7500T - 11th Generation USFF - Ultra Small Form Factor 16GB DDR4 memory 500GB Sata 2.5" Hard Drive Intel Gigabit Network Card Bluetooth 6 x USB 3.0 ports 2 x DisplayPort and VGA (Up to 3 Independent Displays) Integrated HD 630 Graphics Windows 10/11 Pro Free USB Wireless Dongle 19" Desktop LCD Monitor Mouse and Keyboard 3 years carry-in warranty</p> | 1 | | |
| | Sub-total | | | |
| | Vat @ 15% | | | |
| | TOTAL | | | |

Evaluation criteria

The quotes will be evaluated using the 80/20 preferential point system.

Payment for Services

Payment will be issued with 30 days after goods have delivered.

All relevant information must accompany all quotations submitted. No late or incomplete quotation will be accepted for consideration.

The municipality reserves the right not to accept the lowest or any quotation and no reason for the acceptance or rejection of a quotation will be furnished.

General

- The Inxuba Yethemba Municipality Supply Chain Management policy shall apply
- All prices will be evaluated inclusive of VAT, except where a non-VAT vendor has submitted a responsive bid. In this case, all bids prices will be evaluated exclusive of VAT.

- Certified copies of identity documents of directors.
- Quotations must be signed or annexed with a company stamp.
- Bidders to supply municipal utility bill or lease agreement reflecting status of accounts.
- Bidders to include the following municipal declarations with the quotations: MBD 4 and MBD 9.
- Quotations to be valid for 60 days from the closing date.
- IYM reserves the right to award the quotation in full or part thereof.
- CSD report must be submitted
- SARS Pin or Tax compliance certificate

Note: Failure to attach the B-BBEE Status Level Certificate will result in the bidder losing the preference points.

Formal written price quotations should be submitted in a sealed envelope, clearly marked "QUOTATION NO:IYM02/12/2023Q (**SUPPLY AND DELIVERY OF LAPTOPS**) which must be placed in the bid box, located at the Registry Office in the IYM offices No. 1 JA Calata Street, Cradock, 5880, **before 18 January 2024 at 12pm closing date. No email submissions will be allowed.**

For technical inquiries with regard to the Request for Quotation, please contact the Project Manager, Mr. S Myeni at 048 801 5014

All suppliers are required to register on the Central Supplier Database (CSD), as well as submit a Declaration of Interest form (available from the Supply Chain Office). Information on the CSD is available on the CSD website: www.csd.gov.za.

Should you have any SCM-related enquiries please contact the **Supply Chain Management Unit**;

- Mrs. L Ntloko (048) 801 5061 or email ntloko@iym.gov.za

CLOSING DATE: 18 JANUARY 2024 AT 12H00