



FORMAL QUOTATION

SUPPLY AND DELIVERY OF 7 LAPTOPS TO BE DELIVERED TO PORT NOLLOTH RICHTERSVELD MUNICIPALITY ON A ONCE-OFF BASIS PROCUREMENT RANGE R 30 000.00 TO R299 999.99

**PROSPECTIVE BIDDERS ARE INVITED TO SUBMIT FORMAL QUOTATIONS FOR THE SUPPLY AND DELIVERY
OF 7 LAPTOPS TO BE DELIVERED TO PORT NOLLOTH RICHTERSVELD MUNICIPALITY ON A ONCE-OFF BASIS**

Tender documents, in English, are obtainable from Friday 28 November 2025 at the offices of the Supply Chain Management Unit, Richtersveld Municipality, Port Nolloth; Tel. 027 851 1106, between 07:30 and 16h30 and alternatively the document may be downloaded from e-tender portal at - www.etenders.gov.za

Specification enquiries can be referred to the SCM Unit and **ALEX SEPTEMBER, IT ADMINISTRATOR**
Richtersveld Municipality.

Closing Date : 05 December 2025

Sealed Tender, with "Tender No": (SDLRVM/01/11/2025)

clearly endorsed on the envelope, must be deposited in Tender Box at the Municipal offices in Port Nolloth

NB: Evaluation Criteria : 80 Points = Price

20 Points For Specific Goals as per the attached MBD 6.1 respectively

1. Promotion of South African owned enterprises [20 Points]

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The closing date and time of the formal quotation is 05 December 2025 at 12h00 Midday and tenders will be opened in public at the Richtersveld Municipal Offices

Following conditions will apply to the tender:

- Prospective bidders need to be registered on the Central Supplier Database (CSD) of National Treasury. Proof of registration should be attached to the tender document (CSD REPORT)
- SARS Valid Tax Pin must be attached
- A copy of Company Registration documents (**CK 1**) must be submitted

- Copy of the latest Municipal Account or a signed Lease Agreement on the address of the business and that of the directors, as per CK1, must accompany the bid document **(NB. Bidders may not be in arrears for more than three months with municipal rates and service charges)**

ID Copies of all shareholders/ owner(s)/ partners/managers of the bidding companies must be submitted with the bid document.

- Price quoted must be valid for at least 90 days
- Price quoted must be firm and inclusive of VAT (if VAT registered)
- Bids which are **late, incomplete, unsigned, completed in pencil, submitted by facsimile or electronically**, will **NOT** be accepted
- Bids must only be submitted on the documentation provided by the Richtersveld Municipality (original Bid Documents) and be completed with black ink.

The Supply Chain Management Policy and revised Preferential Procurement Policy of Richtersveld Local Municipality will apply.

- No tender will be considered from a person or company who, for the past five years, has been convicted of fraud, corruption or any criminal offense.
- **No tender will be considered to persons in the service of the state.**

JG CLOETE



MUNICIPAL MANAGER

RICHTERSVELD MUNICIPALITY

DATE: 28 NOVEMBER 2025