

**Request for quotation for 7 HP LAPTOPS**

|                                                |             |
|------------------------------------------------|-------------|
| RFQ Number                                     | FIN/01/2025 |
| RFQ request date                               | 19/02/2025  |
| RFQ closing date                               | 28/02/2025  |
| Name of bidding entity:                        |             |
| Bidding entity representative:                 |             |
| Official email for the bidder:                 |             |
| Re: Request for quotation on behalf of SACPCMP |             |

Comments: Please provide us with a quotation for the items/services specified hereunder where applicable, in accordance with the attached specification.

| Line | Item and Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Commodity | Model | Quantity |
|------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-------|----------|
| 1.   | <b>HP i7LAPTOPS:</b><br>Latitude 5520 : Intel Core i7 1165G7 (Up to 4.70 GHz, 12M cache) vPro, Intel Iris XE Graphics, 15.6" FHD (1920 x 1080) Anti-Glare IPS 250nits, 16GB (1x16GB) 2666MHz DDR4 Memory, 512GB SSD PCIe M.2 Class 40, Intel Dual Band Wireless AX201 + Bluetooth, 4-cell 68Whr battery, 90W AC Adaptor, Fingerprint Reader, Backlit Keyboard with numeric keypad, Qualcomm Snapdragon X20 LTE (DW5821e), Built in Camera & Microphone, Windows 11 Pro (64 Bit), Colour : GRAY, 3yr Pro Support Warranty | LAPTOPS   | HP i7 | 7        |

**Price Schedule**

| Item and Description      | Quantities | Unit Price | Total Price Excluding VAT |
|---------------------------|------------|------------|---------------------------|
| HP I5 LAPTOPS             | 7          |            | R                         |
| VAT                       |            |            | R                         |
| TOTAL PRICE INCLUDING VAT |            |            | R                         |

Please note:

1. Quotations should strictly be emailed to tenders@sacpcmp.org.za not later than 28 February 2025
2. Quotations should be valid for at least 30 working days.
3. Is the offer strictly to specification? Yes/No
4. If not specifications, state deviation(s)
5. All prices must be VAT inclusive, if no indication is given, prices will be evaluated as inclusive.
6. No quotations will be received after the closing date without prior arrangement with the sender of the email.
7. It is the responsibility of the tenderer to verify the receipt of any emails forwarded to this office.
8. If you are unable to quote, please email this page back to the sender as a no quote and state the reason below.

Reason for no quote:

Delivery Address: Rigel Office Park, 446 Rigel Avenue, Block A, 2ND Floor, Erasmusrand, Pretoria

## GENERAL MANDATORY REQUIREMENTS

Quotations will be disqualified or excluded under the following conditions:

- Submission after the deadline.
- Quotations submitted to an incorrect email address
- Quotations submitted after the deadline
- Service Providers whose tax matters are not in order at the time when SACPCMP makes an appointment.
- Not including a valid original tax clearance
- Not including a valid CSD certificate

## GENERAL CONDITIONS

1.1 The following preference point systems are applicable to all bids/ Quotations:

- the 80/20 system for requirements with a Rand value of above R30,000 and up to R50 000 000 (all applicable taxes included); and

- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).
- 1.2 The value of this bid cannot exceed an estimated amount of R50 000 000 (including all applicable taxes) and therefore the 80/20 preferential procurement point system shall be applicable.
- 1.3 Preference points for this bid shall be awarded for:
- (a) Price; and
  - (b) Specific preference points
- 1.4 The maximum points for this bid/ Quotation are allocated as follows:

| Description                                                                      | Number of points for preference |
|----------------------------------------------------------------------------------|---------------------------------|
| Price                                                                            | 80                              |
| Specific goals                                                                   | Number of points for preference |
| More than 30% black shareholding or owned enterprise.                            | 10                              |
| More than 30% woman or women shareholding or owned enterprise.                   | 2                               |
| More than 30% youth shareholding or owned enterprise.                            | 2                               |
| More than 30% of people living with disability shareholding or owned enterprise. | 1                               |
| RDP Goals                                                                        |                                 |
| SMMEs                                                                            | 5                               |
| <b>TOTAL</b>                                                                     | <b>100</b>                      |

- 1.6 Any specific goal for which a point may be awarded must be clearly specified in the invitation to submit a tender.
- 1.7 Tenderer failing to submit proof of required evidence to claim preferences for other specified goals, may only score in terms of the 80 or 90 points for price; and scores points out of 20 or 10 points, the relating to specific goals stated in the invitation to submit a tender
- 1.8 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim deemed fit in any manner required by the purchaser.

I/ we agree that the offer her in shall remain binding upon me/us and open for an acceptance by SACPCMP for Republic of South Africa during the validity period indicated and calculated from closing time stated above.

\_\_\_\_\_  
Signature of Tenderer  
Date

\_\_\_\_\_  
Name and capacity

This request to quotation must be completed and be accompanied by an official quotation. Please email it to [tenders@sacpcmp.org.za](mailto:tenders@sacpcmp.org.za)