



MANTSOPA

MUNICIPALITY

(Incorporating Ladybrand, Tweespruit, Excelsior, Hobhouse & Thaba Patchoa)
(As from 6 December 2000)

LOCAL MUNICIPALITY

22 AUG 2022

File no.:
Contact Person: Khotso Pharoe

SUPPLY
CHAIN MANAGEMENT

22 August 2022

INVITATION FOR QUOTATIONS – SUPPLY AND DELIVERY OF A4 PRINTING PAPER AND CARTRIDGES/TONERS FOR MANTSOPA LOCAL MUNICIPALITY.

Specifications

<u>Item Description</u>	<u>Quantity</u>
A4 Printing Paper (White)	200 Boxes
HP LAJERJET:	
Sharp AR-5625	1
HP P1102	2
HP 1020	4
HP P1005	1
HP 85A	2
HP P1102W HP	2
HP 1018	1
HP 12A	4
HP 1320	2

- All costs must be included on the quote
- All items must be delivered at once
- The bidder must indicate delivery period on the quotation
- The bidder must fill in the MBD 4
- Forms are obtainable at Mantsopa website www.mantsopa.fs.gov.za

All correspondence to be addressed to the Municipal Manager

Head office

Private Bag X11 or
P.O. Box 64
LADYBRAND
9745

38 Joubert Street
LADYBRAND
9745

Tel: 051-9240654
051-9240659
051-9240655
051-9240657

Fax: 051-9240020

E-mail:
mantsopamun@xsinet.co.za

Area Offices

P.O. Box 76
TWEESPRUIT
9760

Tel: 051-9730015

Fax: 051-9730865

P.O. Box 24
EXCELSIOR
9760

Tel: 051-9730015

Fax: 051-9730865

P.O. Box 5
HOBHOUSE
9740

Tel: 051-9640012

Hobhouse Way 177

THABA PATCHOA
9771

Tel: 051-9640012

Fax: 051-9640054

GENERAL CONDITIONS

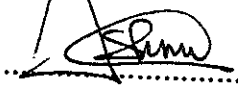
All quotations must comply with the following conditions:

1. Item must be fully described.
2. Price for items must include VAT
3. Indication of whether price is firm or not firm.
4. Quotations must be valid for a minimum period of 30 days.
5. Delivery period must be indicated and show whether it is firm or not firm.
6. Quotation must be signed by a duly authorized person. **No faxed quotation**
7. An original tax clearance certificate must be attached. No quotation will, however, be awarded to bidders who have failed to submit the original tax clearance certificate.
8. The 80/20 adjudication system will be applicable, where 80 points, will be allocated for price and 20 points, will be allocated for **BBBEE Status Level Verification Certificate**.
9. **Only service providers who are in the Central database must submit the quotations.**
10. The successful supplier will be the one who scores the highest points.

Enquiries on Specification Mr. Moatlhodi @ 0735265667

Quotations must be submitted and delivered to the Quotation Box (telephone number: 051 924 0654) at 38 Joubert Street, Ladybrand 9745, on or before 30 August 2022@12h00 the envelope must be sealed and clearly marked 'SUPPLY AND DELIVERY OF OFFICE STATIONERY FOR MANTSOPA LOCAL MUNICIPALITY' quoting reference number SCM/FIN01/22/23

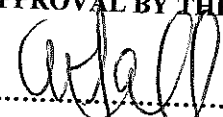
RECOMMENDATION BY THE CFO:


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T TSHIKUNDU

DATE: 2022/8/22

APPROVAL BY THE MM


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BA MASUKU

DATE: 23/08/2022

ACTING MUNICIPAL MANAGER