



MANTSOPA

MUNICIPALITY

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

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

File no.:

Contact Person: KD Pharoe

18 October 2023

INVITATION FOR QUOTATIONS – SUPPLY AND DELIVER OF (02) RECORDING DEVICES

Specifications:

The specifications for Recording Devices

Quantity	Description
02	Digital Conference Recording Kit DPM8900 <ul style="list-style-type: none">• Pocket Memo Digital Voice Recorder DPM8900• Docking Station ACC8120• Four Meeting Microphones LFH9172/00• Memory Card• Power Supply• Rechargeable Battery ACC8100/00• Remote Control• USB Cable• Pouch• Speech Exec Dictate Software• Metal Carry Case Quick Start Guide

NB:

- The Service Providers must fill and complete MBD4 Form (Failure to submit the service provider will be disqualified)
- The Service Providers must fill and complete MBD 6.1 Form (Failure to submit service provider will be disqualified)
- The MBD4 and 6.1 Forms are obtainable at Mantsopa Website
- Delivery Period to be indicated on the quotation

www.mantsopa.fs.gov.za

All correspondence to be addressed to the Municipal Manager

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. This quotation will be evaluated in terms of the 80/20 preferential points system as prescribed in the Preferential Procurement Policy Regulations of 2022.
9. **Only service providers who are in the Central Supplier Database (CSD)**
10. The successful supplier will be the one who scores the highest points.
11. **NB: All service provider(s) are requested to submit a Valid BBB-EE certificate. Certificate with the quotation on the closing dates to substantiate their claim.**

Specified Goals for Preferential Points System

Specific Goals	Points Allocation
Black owned (More than 51%)	10
Women owned (More than 51%)	5
Youth owned <35 (More than 51%)	5
Total Points	20

Enquiries on Specification: L Lisenyane at 060 502 9627.

Notes

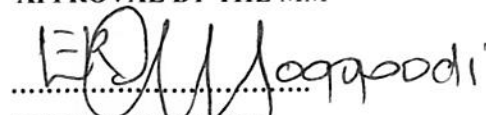
- Quotations must be submitted and deposited in the Quotation box (telephone number: 051 924 0654) at 38 Joubert Street, Ladybrand 9745, on or before 27 October 2023 @12h00 the envelope must be sealed and clearly marked 'SUPPLY AND DELIVERY OF (02) RECORDING DEVICES FOR MANTSOPA LOCAL MUNICIPALITY'
'Quoting reference number SCM/DCS 01/23/24.

RECOMMENDATION BY THE CFO:


.....
T TSHIKUNDU

DATE: 2023/10/18

APPROVAL BY THE MM


.....
M.R.E MOGOPODI
MUNICIPAL MANAGER

DATE: 19/10/2023

All correspondence to be addressed to the Municipal Manager