

09 May 2017

QUOTATIONS ARE HEREBY REQUESTED IN ACCORDANCE WITH THE SCM REGULATIONS SECTION 18 OF THE LOCAL GOVERNMENT MUNICIPAL FINANCE ACT 56 OF 2003, FOR THE PURCHASE OF ITEM/S THAT COULD BE ABOVE R30 000.00.

QUOTATIONS MUST BE SUBMITTED IN SEALED ENVELOPES CLEARLY MARKED “**SUPPLY & DELIVERY OF MULTIFUNCTION PHOTO COPY MACHINES X2**” TO THE QUOTATION BOX SITUATED AT:

RATES AND TAXES HALL (LESEDI OFFICES)
C/O LOUW AND HF VERWOERD STREET
HEIDELBERG
1438

ALL ENQUIRIES REGARDING THE SPECIFICATIONS SHOULD BE REFERRED TO MR CORRIE VERSTER @016 492 0046.
ENQUIRIES REGARDING THE BIDDING PROCEDURE SHOULD BE DIRECTED TO MS. SIBULELO NXATHI@016 492 0202.

DEPARTMENT: COMMUNITY SERVICES

CLOSING DATE: 17 MAY 2017@12h00

SPECIFICATIONS: SUPPLY & DELIVERY OF MULTIFUNCTION PHOTO COPY MACHINES X2

- Coin Operated
- Print and copy speeds of up to 25 ppm
- Scanning features, such as Scan to Folder Network Scanning, Scan to Text-searchable PDF, and standard colour scanning.
- Scan to/print from USB functionality
- Fax
- Prevent unauthorised access (Password protection to release documents)
- Limit and track usage(Accounting, administrators can set limits for individual users on the number of print, copy, scan, and fax jobs, and account for device activity at the user, group or department level)
- The innovative touch screen (7-inch) full-colour display with bright icons and intuitive navigation for optimal ease-of-use.
- Print up to A4 and A3
- Must print black and white copies

Please quote on official company document

Name of Company: _____

Fax: _____

Telephone: _____

Date: _____

The following documents must be submitted with the quotation, failure in submitting these documents will result in a quotation being disqualified:

- Original tax clearance certificate/Pin Provided by SARS
- MBD Forms listed below (Evaluation Criteria)
- Latest municipal account / Clearance Certificate for Water and Lights
- CSD Registration report
- Letter of good standing

EVALUATION CRITERIA: 80/20 Preference point system as presented in the preferential procurement policy framework Act no 5 of 2000, for this purpose the MBD 2, MBD4, MBD 6.1 MBD 8 MBD 9 and the Clearance Certificate for Water & lights can be downloaded from our website on the following link: www.lesedilm.gov.za/key/scm MBD forms should be scrutinized, completed and submitted together with your quotation. All objectives and complaints must be lodged within 14 days and in writing to the municipal manager's office.

Bidders who did not submit an original or certified copy of their BBBEE Certificate will not be allocated preference points and will only be evaluated on price.

NB: All bidders must ensure that they are registered on the National Treasury Central Supplier Database via the following link: business.support@csd.gov.za. No business will be conducted with any person who is not registered on this database.

ANY BIDDER WHO IS INTERESTED IN ATTENDING THE OPENING IS WELCOME TO DO SO