

19 October 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 X1**” TO THE QUOTATION BOX SITUATED AT:

RATES AND TAXES HALL (LESEDI OFFICES)
C/O LOUW AND HF VERWOERD STREET
HEIDELBERG
1441

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: 27 OCTOBER 2017@12h00

SPECIFICATIONS: SUPPLY & DELIVERY OF MULTIFUNCTION PHOTO COPY MACHINES X1

Colour:

Black and white copying

Printer Features:

Copy/Print/Scan/Fax: Black and white copying, network black and white printing, colour scanning, black and white faxing

Secure Print

Print from USB

Automatic two-sided

Touch Screen Display

Scan Specifications:

Scan to Folder

Scan to PC Desktop

Scan to Emails

Speed:

Up to 25 ppm (pages per minute)

Pages:

A3 & A4

Capacity:

Trays 1 and 2: 520 sheets each

Connectivity:

Network Ethernet

High speed USB 2.0 direct print

Network Protocol:

- SMTP, S/MIME, LDAP, LDAP with SSL, POP3, SMTP with SSL
- FTP via TCP/IP

Device Administration

Allows simple, remote installation setting of configuration options and management of the device

Print Drivers:

Client Operating Systems: Microsoft Windows XP (32), Windows 7 (32- and 64-bit) and Windows 10 (32 - and 64-bit)

Authentication:

Device login with network user name and password

Accounting:

Controls and tracks black and copy, print, fax and scan usage

NB: Must provide Coin Box and Installation!!!

You are required to quote on an 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
- 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