



INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE KHAI-MA MUNICIPALITY

CLOSING DATE: 02 OCTOBER 2019 CLOSING TIME: 16:30

SECTION A

DESCRIPTION: SUPPLY, DELIVERY, INSTALLING AND MAINTENANCE OF PRINTERS FOR THE PERIOD OF THREE YEARS.

SPECIFICATION OF PRINTERS

All prices quoted must be VAT inclusive

1 x A4 Printer (Black Printing Only)

- Print, scan and copy
- Average 20-35 ppm print speed
- Average 7500-9000 prints monthly

Extras (Service Inclusive)

- Installation
- Service
- Toner/Ink
- Parts
- Labour
- Drum Warrantee
- Travelling Expenses

1x A3, A4, 4 in 1 Printer Full Colour/Black

- Print, scan, copy & fax
- Average 20-45 ppm print speed
- Average 8000 10 000 print monthly

Extras (Service Inclusive)

- Installation
- Service
- Toner/Ink
- Parts
- Labour
- Drum Warrantee

➤ Travelling Expenses

THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).

INFORMATION:

NAME OF BIDDER:

POSTAL ADDRESS STREET ADDRESS :

TELEPHONE NUMBER:

CELLPHONE NUMBER:

FACSIMILE NUMBER :

E-MAIL ADDRESS :

VAT REGISTRATION NUMBER :

TAX COMPLIANCE STATUS :

TCS PIN: OR CSD :

No: B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]

B-BBEE Status Level Verification Certificate	
B-BBEE Status Level Sworn Affidavit	

Yes No B-BBEE STATUS LEVEL SWORN AFFIDAVIT Yes No [A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES

A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE] ARE YOU THE TOTAL

NUMBER OF ITEMS OFFERED TOTAL BID PRICE:.....

R.....

SIGNATURE OF BIDDER

DATE:

CAPACITY UNDER WHICH THIS BID IS SIGNED

BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO: TECHNICAL INFORMATION MAY BE DIRECTED TO: DEPARTMENT OF FINANCE

CONTACT PERSON: MR PJ VAN DER MERWE

Tel: 054 9331010/ Cell: 0795288151

SECTION B

To: The Municipal Manager PO Box 108 Pofadder 8890

Sir In response to the official notice calling for the supply and delivery of the services listed I/we, the undersigned, carrying on a business under the name of:

Address: _____

Tel nr: _____ do hereby quote to supply the services in accordance with the General Conditions of Quotation and the Specifications attached hereto except in so far as amended in our accompanying covering letter, at the prices given and to deliver those services within the stated delivery period measured from the date of the Municipality's letter of acceptance of my/our quotation.. The undersigned agrees, that in terms of these documents this Quotation shall remain open for acceptance for a period of 14 (fourteen) days from the date on which quotations are returnable and that notification of acceptance by the Municipal Manager shall constitute a binding contract with effect from the date of such notification.

SECTION C

TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:

1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.

1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED– (NOT TO BE RE-TYPED) OR ONLINE

1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.

2. TAX COMPLIANCE REQUIREMENTS

2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.

2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.

2.3 APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS EFILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.

2.4 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.

2.5 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED

3. MUNICIPAL ACCOUNTS

3.1 A RECENT MUNICIPAL ACCOUNT MUST ALSO BE SUBMITTED (NOT OLDER THAN THREE MONTHS)

NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID. NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE.

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:

DATE:

