



**KHÂI-MA MUNICIPALITY
QUOTATION NOTICE KH40/23/24**

SERVICE PROVIDERS ARE HEREBY INVITED TO SUBMIT A QUOTATION FOR THE: SUPPLY, DELIVERY, INSTALLATION AND MAINTENANCE OF TWO (2) PRINTERS FOR THE PERIOD OF THREE YEARS.

Price Quotation & MBD forms can be obtained from the Supply Chain Department or downloaded from the website: www.khaima.gov.za, Contact person; Melissa-Ann Cloete; email address: intern1@khaima.gov.za.

Full specifications can be obtained from: intern1@khaima.gov.za or green@khaima.gov.za; Quotations may be submitted at the Supply Chain Department, Khâi-Ma Municipality, Nuwe Street 21, Pofadder 8890, or emailed to: intern1@khaima.gov.za, on or before the **26 February 2024 at 16H30**.

THE FOLLOWING CONDITIONS WILL APPLY:

- Price(s) must be valid for at least fourteen (14) days from the closing date.
- Price(s) must be firm and must be inclusive of VAT.
- Quotations will be evaluated in terms of the Municipality's Supply Chain Management Policy as well as the Preferential Procurement Policy, where 80 points will be scored for price and 20 points for B-BBEE and specific goals.
- A certified B-BBEE certificate and a municipal account in the name of the bidder must be submitted with the quotation.
- Points will also be awarded for locality: Proof of locality means: a municipal account in the name of the bidder not older than three months, a lease agreement where the bidder is the lessee, or an official letter from the bank confirming the registered business address of the bidder.
- The lowest or only quotation will not necessarily be accepted.
- A valid tax status pin must be submitted.
- Potential service providers who were found guilty of fraud or corruption or who willfully neglected reneged on or failed to comply with any government, municipal or other public sector contract during the past five years, will be excluded from this process.
- A copy of the latest Municipal account on the address of the business. NB: bidders may not be in arrears for more than three months (90 days) with municipal rates and service charges)/if a business has entered into a lease agreement for the use of a building, the lease agreement should accompany the quotation.
- Only service providers who are registered on the Central Supplier Database (CSD) will be considerate. Proof of registration should be attached to the quotation documents.

NB: No quotation will be considered from persons in the service of the state.

Failure to comply with these conditions may invalidate your offer.

Yours faithfully

**MRS. SAMANTHA TATAS-TITUS
MUNICIPAL MANAGER**

