



MHLONTLO MUNICIPALITY



POSTAL ADDRESS
 P.O. Box 31
 Qumbu
 5180





PHYSICAL ADDRESS
 96 Lungile General Mabindla
 Street
 Qumbu
 5180

T1.1 : REQUEST FOR QUOTATIONS

PROJECT NAME	CONTRACT NUMBER	ADVERT DATE	CLOSING DATE
STATIONERY	BTO/ST/03/2016-17	12/01/2017	20/01/2017 12:00PM

Quotations are requested from suitable qualified service providers to supply and delivery of stationery in Mhlontlo Local municipality. Bidders are requested to quote for the following Stationery

STATIONERY

DESCRIPTION	QUANTITY
110mm*220mm window envelopes	5000
Black Pens Bic	2000
C4 envelopes	1000
File fastners	1000
Index tabs Jan-Dec	25
Index tabs A-Z	25
Pritt	10
Slide binder 10mm	50
Slide binder 15mm	50
Suspension files	500
Lever Arch File	500
HP laserjet 305A Black	10
HP 312A Black (CF 380A)	10
HP 312A Magenta (CF 383A)	5
HP 312A Cyan (CF 381A)	5

HP 312A Yellow (CF382A)	5
HP CE278A	5
HP 201A (CF 402) yellow	10
HP 201A (CF 403) Magenta	10
HP 201A (CF 401) Cyan	10
HP 201A (CF 400) Black	10

1. EVALUATION CRITERIA

The tender will be evaluated on the 80/20 Preference Point System as prescribed by the Preferential Procurement Policy Framework Act 5 of 2000, and Points will be awarded to a bidder for attaining the B-BBEE status level of contribution.

BIDDERS SHALL TAKE NOTE OF THE FOLLOWING BID CONDITIONS:


- Submission of a Certified B-BBEE Verification Certificate from a Verification Agency accredited by the South African Accreditation System (SANAS) or a registered Auditor approved by the Independent Regulatory Board of Auditors (IRBA) or an Accounting Officer as contemplated in the Close Corporation Act (CCA) is requisite.
 - Must be registered on Central Supplier Database and attach CSD Report
 - MBD 4 Forms
 - Proof of Municipal Rates
 - Original Tax Clearance certificate or SARS PIN
 - Certified ID Copy and Company Registration Documents

Must be deposited in the tender Box at the Mhlontlo Local Municipality, 96 Lungile Mabindla Street Qumbu or Posted to P.O. Box 31 Qumbu 5180. Faxed or electronic submission of documents will not be accepted.

Mhlontlo Local Municipality reserves the right to withdraw any invitation to tender and/or to re-advertise or to reject any tender or to accept a part of it. The Municipality does not bind itself to accepting the lowest tender or any tender

4. ENQUIRES

Any queries for further information relating to this advert must be directed to Mr. S Notununu on 047 553 7000 on Assets and SCM queries to be forwarded to Mr. T Mbono at 047 553 7000.


 MR S.G SOTSHONGAYE
 MUNICIPAL MANAGER

File/10/11