

MAPHUMULO LOCAL MUNICIPALITY

Private bag x 9205
Maphumulo
4470

MUNICIPALITY PROFILE

Tel: 032 481 4500
Fax: 032 481 2053
Website: www.maphumuloonline.gov.za

24 May 2016

INVITATION FOR QUOTATION: SUPPLY OF FIVE LAPTOPS

Maphumulo Local Municipality invites quotations from suitable, qualified and experienced service providers for the Supply of Municipal Laptops computer machines. Detailed specification will be included in the tender document:

Tender documents will be available from Thursday **26 May 2016** between 8:00am to 16:00pm at **Maphumulo Municipal Offices, MR P711, LOT 152, Maphumulo**; upon cash payment of a non-refundable amount of R100.00 per document and the collection of tender documents will be take place in the same location.

Completed tender documents are to be placed in a sealed envelope marked "**SUPPLY OF FIVE LAPTOPS**" to be posted into the tender box at: **Maphumulo Municipal Offices, MR 711, LOT 152, Maphumulo** not later than **12h00** on **Friday, 3 JUNE 2016** where they will be opened in public **Telegraphic, faxed or posted tenders will not be accepted.**

Bidders must attach the following documents in order to be considered for this bid:

- Original and valid tax clearance or Printed new tax clearance certificate accompanied by pin
- Certified ID(s) copies of company director(s)
- Certified Proof of company registration
- Company municipal rates, electrify or water account not older than 3 Months, proof of Residential lease or rental or sworn affidavit if the business operates at a place of residence.
- Completed and signed Municipal Bidding Document attached in the tender document failure to do so will result in disqualification of the bidder.

Evaluation will be done on the following two-stage process in terms of National Treasury Circular No: 53

Stage 1:

Assessment of Functionality. Only service providers who achieve a minimum of 60% of the total available points will qualify for stage two of the Evaluation. The points for stage one will be allocated as follows

FUNCTIONALITY	POINTS
• PROVEN TRACK RECORD	= 30
• LEAD TIME TO PROVIDE THE REQUIRED LAPTOPS	= 20
• WARRANTY/GAURANTEE	= 30
• COMPLETENESS OF TENDER DOCUMENT	= 10

Stage2:

The 80/20 Preferential Point System will be applied, where 80 points will be allocated for price and 20 points for B-BBEE Status. Bidders must submit an original / certified BBBEE certificate issued by an Accounting Officer as contemplated in the CCA or a Verification Agency accredited by SANAS.

All Technical enquiries relating to this tender must be directed to **Mr. M.D MDLALOSE** Tel .Number: **032 481 4528** or email: mukelani@maphumulo.gov.za during office hours. The Maphumulo Municipality does not bind itself to accept the lowest or any tender and this tender will be valid for the period of 90 days after closing.

Mr. H.N.MAPHUMULO
ACTING MUNICIPAL MANAGER