



**PART A: MBD1  
GREATER TZANEEN MUNICIPALITY  
GROTER TZANEEN MUNISIPALITEIT**

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**SUPPLY CHAIN MANAGEMENT UNIT**

**DEPARTMENT: CORPORATE SERVICES**

**QUOTE DESCRIPTION: SUPPLY & DELIVERY OF LAPTOPS FOR TRIBAL  
AUTHORITIES (Re-Advert)**

**QUOTE NO: SCMUQ 18/2022 (Re-Advert)**

Quotations are hereby invited from interested service provider for the Supply & Delivery of Laptops for Tribal Authorities (Re-Advert. Documents are obtainable at Greater Tzaneen Municipality Supply Chain Management Offices and municipal website.

**Interested bidders must attach proof of the following documents to avoid disqualification:** CSD report (not older than 3 months), certified copies of IDs for all directors of the company, : Copy of company registration certificate/document from CIPC. Statement of municipal rates and taxes for both company and directors appearing in the CK (not older than 3 months)/ letter from traditional authority not older than 3 months for the company and the directors/ copy of Lease Agreement with 3 Months proof of payment only (No statements), certified copies of Permission to occupy (PTO's) land for bidders residing in Tribal authority's areas of jurisdiction. valid tax pin or tax clearance, Laptops Catalogue; signed joint venture agreements in case of a joint venture companies. initial every page of the bid document; all MBD forms be completed in full.

Completed documents with attachments (supporting documents) must be wrapped in a sealed envelope and be deposited into Greater Tzaneen Municipality bid box, Civic Centre, Agatha Street, marked as Quote No: **SCMUQ 18/2022, postal address and contact details of the bidder.**

Document will be available at [www.greatertzaneen.gov.za](http://www.greatertzaneen.gov.za) and Supply Chain Office from the date of advert.

**Closing date: 13 March 2023 @ 12:00 at Greater Tzaneen Municipality; Civic Centre; Council Chamber. Bidders must note that briefing session will Not take place.**

## EVALUATION OF QUOTATIONS

**NB: 80/20 preference point system for acquisition of goods or services with Rand value equal to or below R50 million**

(a) The following formula must be used to calculate the points out of 80 for price in respect of an invitation for a tender with a Rand value equal to or below R50 million, inclusive of all applicable taxes:

$$Ps = 80 - 1 \cdot \frac{Pt - P \text{ min}}{P \text{ min}}$$

Where-

Ps = Points scored for price of tender under consideration;

Pt = Price of tender under consideration; and

Pmin = Price of lowest acceptable tender.

(b) A maximum of 20 points may be awarded to a tenderer for the specific goal specified for the tender.

### **Bidders shall take note of the following bid conditions:**

- a) Greater Tzaneen Municipality Supply Chain Management Policy will apply on this bid.
- b) Specific goals will be used for preferential point system in terms of the Preferential Procurement Regulation 2022.
- c) Council reserves the right not to appoint.
- d) No bidder will be appointed if not registered on Central Supplier Database.
- e) Contract period of this quote is – once off procurement.
- f) Late, incomplete, unsigned, faxed, or emailed documents will not be accepted.

**Technical enquiries should be directed to Ms. A Mokawane @ 015 307 8198**  
**Administrative enquiries must be directed to Mrs. Z. Ramothwala @ 015 307 8199**