



# TSWELOPELE

LOCAL MUNICIPALITY

A MUNICIPALITY IN PROGRESS

PO Box / Posbus 3  
BULTFONTEIN  
9670

Tel: 051 853 1111  
Fax: 086 539 3183  
E-mail: [loapep@tswelopele.org](mailto:loapep@tswelopele.org)

**REQUEST FOR FORMAL WRITTEN PRICE QUOTATION  
FWPQ 21 OF 2021/2022  
SUPPLY AND DELIVERY OF LAPTOPS**

Formal written price quotations are hereby requested from competent and reputable service providers to supply the municipality with a quotation for Laptops.

Quantity	Description/Specifications
17	Windows 10 Pro
	250 G7
	Intel core 3, 11 <sup>th</sup> generation
	4GB DDR4 Memory
	Intel Iris Graphics
	4 USB, 1HDMI,1RJ – 45, 1 Headphone/Microphone combo
	15.6 LED Monitor With numeric Keypad
	Bluetooth, Webcam, wi-fi
17	Laptop Bag

All quotations must be faxed to 086 539 3183, or e-mailed at [loapep@tswelopele.org](mailto:loapep@tswelopele.org) not later than **20 January 2022** before **12H00 pm**.

**The following terms and conditions shall apply:**

1. Formal written Price Quotation must be in the letterhead of the Prospective Service Provider.

2. Delivery of the Goods must be made in Bultfontein Head office and delivery cost must be included in the quotation.
3. Formal written price quotations will be evaluated in terms of the preferential Procurement Policy Framework Act using (80/20). Allocation will be 80 preference points for price and 20 preference Points for B-BBEE.
4. The Relevant MBD 4 forms **must** be completed and submitted with the quotation No which can be downloaded from the municipality's website [www. tswelopele.gov.za](http://www.tswelopele.gov.za) and it is compulsory.
5. Bidders **must** submit a Valid Tax Clearance Certificate or SARS Pin, no Quotation may be awarded to any tenderer/bidder whose tax matters have not been declared by SARS to be in order.
6. Bidders are required to, together with their quotations submit a copy of a valid **B-BBEE certificate** to substantiate their B-BBEE rating claims. Exempted Micro Enterprise must submit a certificate issued by registered auditors or accounting officers with a practice number.
7. Suppliers should be registered with Centralised Suppliers Database with National treasury, Please provide the MAAA Number for the SCM unit to be able to verify your details with each and every request for quotation.
8. Prospective suppliers should also note that verification with SARS for tax status, CIPRO for registration of the business and DTI for verification of the Chartered accountant/auditor for BBEE will be done with each and every quotation requested/received.
9. Prices on quotations must be valid for 30 (thirty) days from the closing date.
10. No Payment will be made (in Full or Partially) prior to Delivery of such Goods and the municipality has up to 30 days to settle the account after receiving the relevant invoice / statement from the Service Provider / Suppliers.
11. Bidders who did not quote on all items and did not specify the brand they are providing that are requested expose their quotation to rejection as it affects the comparison of prices thereon.
12. Non-adherence to any of the conditions may lead to your quotation not to be considered.
13. Council reserves the right to not make an appointment on an advertised request for quotation.

All SCM enquires to be directed to **Ms. Puseletso Loape** at 051 853 1111

**Municipal Manager  
MRE Mogopodi**

**12/01/2022**