

Date of Advert: 31 October 2017



**EMADLANGENI MUNICIPALITY**

Dear Sir / Madam

**REQUEST FOR WRITTEN PRICE QUOTATIONS**

Kindly furnish me with a written quotation for the supply of the goods/services as detailed in the enclosed schedule.

The quotation must be submitted on the letterhead of your business not later than **Tuesday, 07 November 2016 at 15H00.**

The quotation can either be hand delivered at **the reception area of Emadlangeni Municipal offices, 34 Voor, Utrecht; OR** faxed to: **034 331 3040, OR 086 457 5500** Email: [scm@emadlangeni.gov.za](mailto:scm@emadlangeni.gov.za) for the attention of the SCM Office.

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The following conditions will apply:

- Price(s) quoted must be valid for at least thirty (30) days from date of your offer.
- Price(s) quoted must be firm and must be inclusive of VAT.
- A firm delivery period must be indicated.
- Bidders must complete MBD4, MBD6.1, MBD8, MBD9, forms obtainable from the municipal SCM office and submit it with their quotations.
- Bidders must be registered in the Municipal Suppliers Database and on the Central Suppliers Database.
- Bidders must enclose the valid tax clearance copy and BBBEE certificate.

**NB: No quotations will be considered from persons in the service of the state<sup>1</sup>**

Failure to comply with these conditions may invalidate your offer.

Yours faithfully

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**Nombali Madondo**  
**SCM Office**  
**Tel: 034 331 3041**

**PRICING SCHEDULE**

ITEM No.	DESCRIPTION OF GOODS /SERVICES <u>Supply and Delivery of Printing machines</u> <u>Outright Purchase - Printer</u>	Quantity
1.	<p><u>PRINTER SPECIFICATION</u></p> <p>Number Of Users: : 10</p> <p>Speed : At least 22ppm</p> <p>Printer Description : <b>Colour</b> A4 &amp; A3 multi-functional with automatic Duplex printing and wired and wireless printing as well as mobile device print capabilities. <b>Volume ≥ 2500/month</b></p> <p>Warranty : <b>Service Maintenance Plan for 36 months</b></p>	1
2.	<p><u>PRINTER SPECIFICATION</u></p> <p>Number Of Users: : 5</p> <p>Speed : At least 22ppm</p> <p>Printer Description : <b>Colour</b> A4 &amp; A3 multi-functional with automatic Duplex printing and wired and wireless printing as well as mobile device print capabilities. <b>Volume ≥ 2500/month</b></p> <p>Warranty : <b>Service Maintenance Plan for 36 months</b></p> <p style="text-align: center;">-</p>	1

**DELIVERY ADDRESS:**

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i \* MSCM Regulations: "in the service of the state" means to be –

- (a) a member of –
  - (i) any municipal council;
  - (ii) any provincial legislature; or
  - (iii) the national Assembly or the national Council of provinces;
- (b) a member of the board of directors of any municipal entity;
- (c) an official of any municipality or municipal entity;
- (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
- (e) a member of the accounting authority of any national or provincial public entity; or
- (f) An employee of Parliament or a provincial legislature.