



**UBUHLEBEZWE MUNICIPALITY
CHIEF FINANCIAL OFFICE
SUPPLY CHAIN MANAGEMENT UNIT**

**Tel : 039 834 7700 / 7745 /7748 /7749
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Email: procurement@ubuhlebezwe.org.za**

**QUOTE NO: UBU-Q-01/05/12
Date 16 May 2012**

Dear Sir / Madam

REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS FOR LAPTOPS, PC'S, MS OFFICE (VOLUME LICENSE) ANTI-VIRUS AND LASERJET PRINTERS

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 and can be submitted in a sealed envelope to the Tender Box. The envelope must be clearly marked "**Quote for laptops, pc's, ms office (volume license) anti-virus and laser jet printers & Quote number UBU-Q-01/05/12**" not later than **Wednesday 30 May 2012 at 12h00 to: 29 Margaret Street, Ixopo 3276**

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.
- This quotation will be evaluated in terms of the 80/20 preference point system as prescribed in the Preferential Procurement Policy Framework Act (No 5 of 2000) and for this purpose the enclosed forms MBD 2, MBD 4, MBD 6.1 & MBD 8 must be scrutinized, completed and submitted together with your quotation.
- Tax Clearance Certificate(MBD2)
- A proof of registration in the database
- **BBBEE Certificate bearing SANAS LOGO (if your certificate does not have SANAS logo, it will be regarded as invalid)**
- Proof of Company Registration Document
- Copy of ID if Sole Trader
- Letter/Statement confirming status of municipal accounts (i.e rates or water)

NB: No quotations will be considered from persons in the service of the state.

The council does not bind itself to accept the lowest or any quotation and reserves the right to accept the quotation as a whole or in part, at the rates quoted

Failure to comply with these conditions may invalidate your offer.

Yours faithfully

Mr G M Sineke
Municipal Manager

SCHEDULE

| ITEM NUMBER | QUANTITY | DESCRIPTION |
|-------------|----------|---|
| 01 | 1 | Notebook/ laptop with: Intel core I3 - I7 processor 2.2GHZ, NVidia GT 555m 3GB, DVD writer, Intergrated lan and Wlan, 8192 MB ram and 750 GIG hard drive, wireless mouse, Laptop bag |
| 02 | 1 | Laptop/ Notebook with: Intel core I3 processor 2.40 GHZ, Integrated Wlan 802.11 bgn, Bluetooth 3.0 connectivity, 1.3 display, 4096 MB ram and 500 GB hard drive, wireless mouse, laptop bag |
| 03 | 1 | Laptop/ Notebook with: Intel core I3 processor 2.40 GHZ, Integrated Wlan 802.11 bgn, Bluetooth 3.0 connectivity, 1.3 display, 4096 MB ram and 500 GB hard drive, wireless mouse, laptop bag |
| 04 | 1 | Intel Pentium core E6700 processor 3.10 GHZ with: Integrated 7.1 audio channel, 500 GB HDD and 2GB memory, 21.5 LCD monitor, keyboard, mouse, speakers and mouse pad |
| 05 | 1 | Desktop 2GB memory, 250GB hard drive, 18.5 LCD monitor keyboard, mouse, speakers and mouse pad |
| 06 | 1 | 4 in 1 Printer Colour Laser jet (Samsung, Xerox, HP), Printer cable, toner, (Print, Scan, Fax, & Copy) |
| 07 | 1 | 3 in 1 Printer Colour Laser jet (Samsung, Xerox, HP), Printer cable, toner (Print, Copy, Scan) |
| 08 | 2 | Printer Black Laser jet (Samsung, Xerox, HP) |
| 09 | 5 | 8G Flash drive/ USB drive |
| 10 | 1 | Ms office professional volume license |
| 11 | 1 | 1.5 TB External hard drive |
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DELIVERY ADDRESS: 29 Margaret Street, Ixopo, 3276