



**UMuziwabantu Municipality**  
**Tel no: 0394333500/fax 0394331208**

**SUPPLY AND DELIVERY OF OFFICE FURNITURE**  
**NOTICE NO.92/2015**

**REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS**

**(Over R30 000.00 up to a transaction value of R200 000.00 VAT included)**

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  
delivered by hand not later than **20/11/2015 @ 11H:00**

The following conditions will apply:

- Price(s) quoted must be valid for at least thirty (30) days of your offer.
- Price(s) quoted must be firm and must be inclusive of VAT.
- A firm delivery period must be indicated.
- Service providers are expected to register on the municipality database before commencing work.
- BBBEE Certificate
- Original and Valid tax clearance
- MBD 4

**PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT (PPPFA) POINTS WILL BE  
ALLOCATED AS FOLLOWS:**

**80 – Price, 20 – BBEE Contribution Level Status**

Only locally produced or locally manufactured office furniture with a minimum threshold of 85 % for local production and content will be considered. Bidders who fail to reach the minimum threshold for local production and content will not be considered further for price scoring.

The exchange rate to be used for the calculation of local production and content will be the exchange rate published by the South African Reserve Bank at 12:00 on the date of advertisement and only the South African Bureau of Standards approved technical specification number SATS 1286: 2011 will be used to calculate local content.

**NB: No quotations will be considered from person in the service of the state**

**NB: All quotations must be deposited on a quotation box at the finance department next to Nedbank**

Failure to comply with these conditions will invalidate your offer

QTY	DESCRIPTION		
	<b>SUPPLY AND DELIVERY OF OFFICE</b>		
	<b>FURNITURE</b>		

**NB: ENQUIRIES** CAN BE DIRECTED TO MISS.N. MAYEZA  
AT 039 433 3509 DURING OFFICE HOURS.

A COMPULSORY BRIEFING SESSION WILL BE HELD ON THE 17<sup>TH</sup> OF  
NOVEMBER 2015 AT 11:00 AM AT THE MUNICIPAL SMALL HALL.

SPECIFICATION IS AVAILABLE ON REQUEST FROM THE FINANCE  
DEPARTMENT AT THE RECEPTION AREA

**DELIVERY ADDRESS:**  
UMUZIWABANTU MUNICIPALITY  
PRIVATE BAG X 1023  
HARDING  
4680

**I OGLE**  
**ACTING CHIEF FINANCIAL OFFICER**

<b>UMUZIWABANTU MUNICIPALITY</b>	
PRIVATE BAG X1023 HARDING 4680	
CHECKED BY SCM MANAGER:	
SIGNATURE	: 
DATE	: 12/11/2015

## UMUZIWABANTU LOCAL MUNICIPALITY

### **SUPPLY & DELIVER FURNITURE**

#### **SPECIFICATION**

ITEM	SPECIFICATION	QUANTITY
Chairs	High back (Black, swivel and Gas adjustment leather touch with arm rest)	35
System cupboard	With glass doors (4 shelves 900w x400x1800h, Colour: Mahogany Dark	3
Executive desk	2000mx1000mm (32mm thickness, 16mm black underliner)with wooden perforated panel, mobile pedestal (3 drawers + deep filer) and a drop extension (roller door credenza 1600x600mm) Colour: Red Mahogany (veneer)	4
Tables	Plastic folding tables – rectangular, fold in half (720x1830x760mm, colour: Black	15
In/out tray	Black mesh	5
Chairs	Industrial high-reach chair, pivoting seat, 5star base with glides, polyurethane seat and back	3
Waste paper bins	Black mesh	6
Wall Unit	2x710 (H)x900 hinge door base cabinet 1x710 (H)x900 filling drawer cabinet, 1x1200 (H) x900 open book case, 1500 (H) x900 system cupboard hinged doors, Colour: Mahogany-Red (veneer)	1
Table	Round conference table, 1500 dia. 6seater with 6 chairs : Colour Red Mahogany (veneer)	1
Notice Board	Bulletin board-aluminium frame 900x900mm	1
Shredder	Shredder (Rexel) pro-style plus CD shred 20L	1
Desk organiser	Tubes	5
Chairs	Judges high back chair	1