

Blouberg Municipality



BLOUBERG MUNICIPALITY

2019 -08- 1 2

P.O. BOX 1593
SENWABARWANA, 0790
TEL: 015 505 7100

P.O. Box 1593
SENWABARWANA 0790
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E-mail: info@blouberg.gov.za

12 AUGUST 2019

REQUEST FOR QUOTATION

ALL PROSPECTIVE BIDDERS ARE HEREBY INVITED TO SUBMIT QUOTATIONS FOR THE
SUPPLY AND DELIVERY OF STATIONERY

ITEM NO.	DESCRIPTION	Quantity	DETAILS OF OFFER
1.	A3 blank pages	05boxes	
2.	Scissor 210mm	40	
3.	Staples 26/6	50	
4.	Giant puncher (Extra Heavy duty puncher 150 sheets)	10	
5.	Black click pens	800	
6.	File Divider (with numbers 10 inside a pack)	50	
7.	A4 Clipboard 240x380mm W479 Robust with heavy duty clip mechanism	40	
8.	Highlighters (different colors)	50	
9.	Staples 66/8	20	
10.	Tippex	30	
11.	Pritt 43g	25	
12.	Permanent marker	100	
13.	Normal puncture	20	
14.	Staple remover(kangaroo SR-300)	20	
15.	Note book 2quire	50	
16.	Note book 3quire	30	
17.	Prime self-adhesive noun(sign here)	40	
18.	Plain frosted sheet (100 sheets)	30	
19.	Bostik	200	
20.	Liquid gel ink(pen)	200	
21.	Calculator(trefoil 4613)	25	
22.	Red click pens	100	

The following documents are compulsory for all Bidders:

- CSD report not older than three (3) months
- Certified BBBEE certificate not older than three (3) months (for preference point scoring system 80/20)
- Attach **MBD4, MBD 6.1, MBD8** and **MBD9** downloadable from Municipal website, www.blouberg.gov.za

- The Master Registration Number or Tax compliance status pin or a valid copy of tax clearance certificate

[N.B. Failure to attach the above documents will disqualify the bidder from further evaluation]

- Preference point system, (80/20) where 80 points will be for price and 20 for preference as per PPPFA of 2000, BBEEA of 2003 and preferential procurement regulation of 2001.

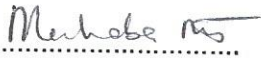
[N.B: Failure to attach the above documents will disqualify the bidder from further evaluation]

The following condition will apply:

- Channels to be followed in the instance wherein the bidder is aggrieved by the decision taken by the BLM in the implementation of its SCM system, any matter arising from a contract awarded in the course of its SCM system or any matter arising from the contract. (Regulation 49 & 50 of MFMA 56 of 2003)
- The written dispute must be lodged within 14 days of decision to the BLM and attention to Makwela M(015 505 7100)
- The dispute, objection, complaint or query may be referred to the relevant provincial treasury if, it is not resolved within 60 days or no response is received from the municipality within 60 days.
- If the provincial treasury does not or cannot resolve the matter, the dispute, objection, complaint or query may be referred to the National Treasury for resolution.

[NB This regulation must not be read as affecting a person's rights to approach a court at any time]

All quotations must be submitted in a sealed envelope marked "SUPPLY AND DELIVERY OF STATIONERY at procurement office before/on the **21 August 2019** at **12H00 pm**. The municipality is not liable to accept the lowest or any other tender. For technical enquiry contact, **Mr Sekokotla SO** and **Ms. Sephesu LR** for SCM related matters on **015 505 7100**.


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Machaba Junias
Municipal Manager


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Date

