



**INVITATION TO BID**

24 July 2017

Specification : Stationery  
 Specification no : 04

All prospective bidders are hereby invited to submit quotations for the following:

Item NO	DESCRIPTION	Quantity	DETAILS OF OFFER
1	80A Cartridge (cf 280A) HP	6	
2	Canon cartridge 731 Yellow	5	
3	Canon cartridge 731 Magenta	5	
4	Canon cartridge 731 Black	5	
5	Canon cartridge 731 Cyan	5	
6	HP cartridge 55A (CE 255A)	6	
7.	HP cartridge 953XL Cyan	5	
8.	HP cartridge 953XL Magenta	5	
9.	HP cartridge 953XL Yellow	5	
10.	HP cartridge 953XL Black	5	
11	HP cartridge CE278A	3	
12	HP cartridge CF360A 508A	2	
13	HP cartridge CF361A 508A	2	
14	HP cartridge CF362A 508A	2	
15	HP cartridge CF363A 508A	2	
16	Canon Cartridge 716 Black	2	
17	Canon cartridge 716 Yellow	2	
18	Canon cartridge 716 Magenta	2	
19	Canon cartridge 716 Cyan	2	
20	HP cartridge Q2612A	4	
21	HP cartridge CE278A	2	
22	HP cartridge CC530A	3	
23	HP cartridge CC531A	3	
24	HP cartridge CC532	3	
25	HP cartridge CC533	3	
26	HP cartridge Q6000A	3	
27	HP cartridge Q6001A	2	
28	HP cartridge Q6002A	3	
29	HP cartridge Q6003A	3	
30	Oki Ribbon ML4410	4	

The following documents are compulsory for Bidders

- CSD report not older than a month

- Certified BBBEE certificate and serves as an added advantage as evaluations are based on 80/20 Preference point system.
- MBD 4 to be downloaded on municipal website.

All quotations must be submitted in a sealed envelope at tender box before/on the 02 August 2017 at 12H00 PM, the municipality is not liable to accept the lowest or any other tender.

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 or Seima L(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**

For enquiries kindly contact the following officials from 08H00-16H00:

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|---|-------------------|
| 1. Sekokotla SO (Technical matters )    | Tel:015 505 7100  |
| 2. Makgoshing SP ( Procurement Officer) | Tel: 015 505 7100 |

Approved by  
Municipal Manager:

Makwela M

Date... 24-07-2017

