MOQHAKA LOCAL MUNICIPALITY

REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS
(Over R30 000.00 up to a transactions value of R300 000.00 VAT included)

REFERENCE NUMBER: 1/1/5/2023-24 **CLOSING DATE:** 20 JUNE 2024 **CLOSING TIME:** 12:00 PM

NON-REFUNDABLE FEE: R 150.00

Description	Quantity	Contact Person
SUPPLY AND DELIVERY OF OFFICE FURNITURE FOR THE SCM UNIT AT MOQHAKA STORES		Ms. J Sefatsa Tel: 056 216 9186 Email Address: janes@moqhaka.gov.za
• Rectangle Executive Boardroom table (minimum 16 seater). (Colour: Oak)	1	
• Wooden Office Desk without drawers (1500X900mm) (Colour: Oak)	2	
• Mesh Mid-Back Office Chairs with Arms and Foam Fabric Seat, On Wheels Colour: black.	16	
• 65" 4K UHD Smart TV (including installation)	1	
• Flat Mounting bracket 60-100 inch	1	
• 300sheet auto feeder paper shredder	1	
• Whiteboard 900X1200m Non-Magnetic	3	
****A maximum of 20 points (80/20 preference points system), will be allocated for specific goals.* **The maximum points for these goals are as follows:** • **Locality of Supplier – 10 Points** • **Youth Ownership - 10 Points** *These goals are specified in MBD6.1 in terms of the PPR2022*		

MOQHAKA LOCAL MUNICIPALITY
SUPPLY CHAIN MANAGEMENT
VERIFIED FOR COMPLIANCE
12 JUN 2024
Official Signature

ELIGIBILTY CRITERIA

Only those suppliers who:

- Are willing and able to keep their cast prices/ rates fixed for the maximum period of 90 days from date of the RFQ closing- Shall be eligible to participation further on price and preferential points.
- Quotes in line with these pro ranges (R30 000.00 – R300 000.00) will be considered for further evaluation.
- **Bidders are required to submit a brochure of all listed items.**
- **Bidders are requested to bind their documents in a presentable manner and not include loose papers.**

PAYMENT OF NON-REFUNDABLE FEE

Payment of the non-refundable fee of R150.00 can be made at the cashiers at the main Municipal Building, Hill Street or directly into the municipal bank account. Proof of payment (Pop) can be submitted to the SCM Offices if EFT payment was made it can be forwarded to the following SCM officials: kegomoditswes@moqhaka.gov.za or stephanieb@moqhaka.gov.za, after which the complete bid document forwarded to the bidder. **The bid document can also be collected from the SCM offices, Kroonstad Municipality (Magasyn Building), Cnr 11th & 12th Way, Kroonstad, 9499.**

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Moqhaka Local Municipality Banking Details:

Bank:	ABSA Bank Kroonstad
Account Number:	40-5327-4876
Branch Code:	334536
Bidder Reference:	Company Name and RFQ Number

SUBMISSION DETAILS

The quotation and supporting documents sealed in an envelope and **externally endorsed with the relevant quotation number and description, should then be submitted at the SCM Offices, Kroonstad Municipality (Magasyn Building), Cnr 11th & 12th Way, Kroonstad, 9499**. **No bid documents will be accepted via e-mail.**

CONTACT DETAILS FOR ENQUIRIES

All enquiries pertaining to Supply Chain Management Matters contact 056 216 9185/9303.
For Technical, queries contact Ms Jane Sefatsa at 056 216 9186.