

BID NOTICE / ADVERT

Makana Local Municipality invites all experienced and competent suitable service-providers that are fully equipped for Supply and Delivery of the following project.

Project Name: Supply and Delivery of 20 Laptops

RFQ No: MLM/RFQ009/BTO/2018-19

Preference Points System: 80/20

Date of Advertised: 22 October 2018

Closing Date & Time: 29 October 2018

Bidders are required to submit the following mandatory documents:

- Bidders must submit a valid SARS Tax status report **Issued with a Pin**.
- Completed and signed declaration of interest MBD4, MBD 6.1, MBD 6.2, MBD 8 & MBD 9, **failure to submit will result in disqualification.**
- Billing clearance certificate/ lease agreement signed by both parties the lessor and the lessee, if expired extension of the lease must be attached or statement of municipal accounts not more than 3 months old must be attached to and be returned with the RFQ documents, **failure to submit will result in disqualification.**
- Tenderers must be registered as a supplier/service provider on Makana Local Municipality supplier/service provider database **and** Central Supplier Database (CSD) proof of registration (Makana Database Confirmation Letter; CSD Registration report) on both databases must be submitted.
- RFQ which are late, incomplete, unsigned or submitted by facsimile or electronically, will not be accepted.
- Documents to be filled with black ink.
- RFQ submitted are to hold good for a period of 07 days.
- CK / Company Registration Certificate or certified copy must be submitted, if a Sole Proprietor provide affidavit confirming ownership and failure will result in disqualification.
- BBEE Certificate to be submitted or certified copy
- Certified copy of directors ID's
- MFMA circular 90 will be applied

PREFERANTIAL PROCUREMENT POLICY FRAMEWORK ACT NO 5, 2017 (PPFA) WILL BE AWARDED AS FOLLOWS:

Received Responsive proposal will be evaluated based on the following two stages, namely:

- Stage 1 – Functionality
- Stage 2 – Price and Preferential Points

A bidder that scores less than 70 points out of 100 in respect of “functionality” will be regarded as submitting a non-responsive quote and will be disqualified and will be not evaluated further, i.e. for price

EVALUATION FOR FUNCTIONALITY

Functionality will be evaluated as shown in the table below:

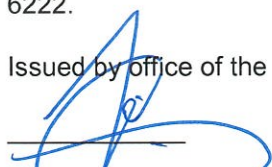
Criteria	Points
Company Experience:	40
0-1 year 20 points	
1-2 year 30 points	
3 year upwards 40 points	
Proof of Quality Agreement (Sample Picture or brand of product)	30
Delivery Time Frame	10
Guarantee of the Laptops: (Vendor agreement to be provided by supplier and vendor) to be attached	20
0-12 Months Guarantee 10 points	
13-24 Months Guarantee 15 points	
25- 36 Months Guarantee 20 points	
Total	100

Failure to supply all required and supplementary information will result in the RFQ being deemed non-responsive and therefore the RFQ will not be considered for award.

LOCAL CONTENT is applicable, minimum threshold is 100% Closing Date: Completed bid documents in sealed envelopes, clearly marked “MLM/RFQ009/BTO/2018-19” should be deposited in the **RFQ BOX** situated at **UP STAIRS** Makana Local Municipality: Finance Department at 86 High Street GRAHAMSTOWN not later than **29 October 2018@ 12H00** where they will be opened in public- names and price of the bidders will be called out.

Makana Local Municipality does not bind itself to accept the lowest or any bid and reserves the right to accept the whole or part of the bid. All Enquiries are to be directed to Project Manager-Mr. L Mhleka, Tel 046 603 6217;lmhleka@makana.gov.za and all SCM queries are to be directed to Ms. T. Mvane 046 603 6222.

Issued by office of the Municipal Manager: Mr Mene_


MR M. MENE
MUNICIPAL MANAGER

Laptop Specification

Total number of laptops: 20

Specifications:	Windows 10 Pro 64 4GB Memory 500 GB Internal drive Intel Core i5 or i7 Wireless (Built in) Webcam (Built in) Headphone/microphone combo jack 2 Year Warranty Display 15.6" hd (1366x768) DVD Writer – Optical Drive ENERGY STAR® certified
Ports	1 USB 3.0 2 USB 2.0 1 VGA 1 RJ-45 1 HDMI
Extras	Laptop Bag