



HARRY GWALA DISTRICT MUNICIPALITY

WRITTEN PRICE QUOTATIONS OFFICE FURNITURE

REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS FOR THE OFFICE FURNITURE

Quotations are hereby invited from experienced Service Providers to assist with the supplying and delivery of Office Furniture.

SPECIFICATION

- 1X desk veneer with in-lay with 3 lockable drawers on each side size: 1600 (w) X 1000 (h).
Colour: Mahogany light
- 1X desks veneer with in-lay with 3 lockable drawers on each side size: 1600 (w) X 1000 (h).
Colour: Mahogany Dark.
- 4X L-shaped desk melamine with in-lay with 3 lockable drawer's size 1600 (w) X 1000 (h).
Colour: 1X Red Mahogany, 1X Mahogany Dark and 1X Mahogany Light
- 4X Glass door lockable veneer filing cabinets with 4 (four) shelves size: 1000 (w) X 350 (d) X 1800 (h).
2X Mahogany Dark and 2X Mahogany Light
Colour: 2X Mahogany light and 2X Mahogany Dark.
- 1X Veneer lockable Cupboard: Size 900 (w) x 450 (D) X 1800 (h)
Colour Mahogany Dark.
- 2X Melamine lockable Cupboards: Size 900 (w) x 450 (D) X 1800 (h)
Colour dark cherry
- 4X Leather high back swinging arm chairs.
- 4X Visitors arm chairs with Leather touch. Colours: 2X black and 2X Maroon/Ox Blood
- X10 High back swinging arm chair
- 2X Turn-O-File

Invalid or non-submission of the following documents will lead to immediate disqualification of the tender:

- Original valid tax clearance certificate

- Certified Copies of company or CC documents together with certified copies of members' IDs.
- Company Profile.

The following conditions will apply:

- Prices quoted must be firm
- All quotations submitted shall be valid for 30 days after the tender closing date
- A signed MBD4 form must be submitted with a price written quotation (available on our website and reception)
- A certified or original valid B-BBEE status level verification certificate must be submitted to claim preference points.
- 80/20 Preference points system will be used in Evaluation
- Your company must be registered in municipal database

CLOSING DATE

The closing date for the bidders is **on 09 September 2015 at 12h00**. Quotations must be enclosed in **SEALED ENVELOPES** and clearly labelled with the project name "**Office Furniture**" on the outside of the envelopes addressed to **The Municipal Manager**.

Bids must be deposited in the Bid Box at the reception area of Harry Gwala District Municipality, 40 Main Street, Ixopo, before the closing date and time. Telegraphic, telexed or faxed bids will not be considered and late bids will not be accepted.

Harry Gwala District Municipality does not bind itself to accept the lowest or any Bid and reserves the right to accept the whole or any part of the Bid.

BID ENQUIRIES

All tender enquiries and all other matters shall be directed to **Mrs. PP Cele** on 039 834 8700 during working hours

Mrs A.N Dlamini

Municipal Manager