



## 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 FOR FURNITURE**

<b>Quantity</b>	<b>Description</b>	<b>Colour</b>
2	Wavelength melamine Desk 1200x700mm 2 drawer and deep filer top lock With melamine screen	Mahogany (melamine)
4	Tuscany System cupboard with doors 900x900x450mm 3 shelves lockable	Mahogany (melamine)
1	RHS Atlantis desk 1900x1000 With veneer finish With Atlantis Pendenza lock	Mahogany (veneer) Silver roller door
1	Atlantis roller door cabinet 3 shelves 1200x600mm Veneer finish	Mahogany (veneer) Silver roller door
2	Paris Desk 2100 x1000 with 2 desk height pedestals black inlay Perforated front panel	Mahogany (veneer)
2	Paris wall unit 4 Glass doors 2100x1800x600mm Lockable bottom doors	Mahogany (veneer)
1	Whitney high back chair	Beige Genuine Leather Wooden base leather arms
1	Catherine High back Chair	Black Genuine leather Gas height adjustment Aluminium arm with Pu Inlay Aluminium base Swivel and tilt

10	Diana High Back Chairs	Black Genuine Leather Chrome base, leather padded arms, gas and tilt lock, swivel
8	Diana visitors Chairs	Black Genuine Leather Chrome base, leather arms
2	3-way cluster worktop 1200x1200mm Cluster screen melamine 2 drawer + deep filer	Mahogany (melamine)
1	Meeting table 1200mm diameter	Mahogany (veneer) Chrome /black base
6	Silver Coat and hat stand	Silver
4	2 tier letter tray perforated range	Silver
4	Perforated range paper cube	Silver
4	Perforated range pencil holder	Silver
4	Perforated waste paper bin	Silver
3	Folding tables (suitable for catering)	

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

- Original valid tax clearance certificate or pin
- Central Supplier Database number
- 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

**CLOSING DATE**

The closing date for the bidders is **on 08 August 2016 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 **Mr. T Ndaba** on 039 834 8700 during working hours

**Mrs A.N Dlamini**

**Municipal Manager**