



Office of the Municipal Manager

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SUPPLY CHAIN MANAGEMENT UNIT

ADVERTISEMENT

QUOTATION NO: 92/20/21

SUPPLY AND DELIVER OFFICE FURNITURE

Quotations are hereby called from suitably qualified and experienced service providers to supply and deliver office furniture as per the following specification:

Bidders are advised to provide pictures of the items they are quoting for as well as to give the full specification of the items that they will deliver. Quotation not accompanied by pictures will not be considered.

ITEM	QTY	DESCRIPTION
1	2	Stationery steel cabinet, 2 doors with adjustable shelves (1800x900x450)
2	4	Single cluster desks (1600x1200mm) oak with 3 drawer Mobile pedestal, top lock oak
3	4	Office high back chairs, swivel with armrest, black or navy, High Density Memory moulded foam.
4	18	Alpine Plastic chairs (heavy duty).
5	1	5 Joined plastic chairs (Navy) Heavy duty
6	1	L Shape desk, combination Melamine 1200x600mm CPU unit with pedestal 3 drawer and sliding door credenza Features 50mm tops, solid edge profile, stained, Mahogany veneer, self-closing drawer runners and central locking
7	3	Metal sleigh base arm chairs (navy)
8	1	Office desk (1400 W x 700 D x 720 H) with 3 drawers
9	1	Bookcase (Mahogany veneer) (1000*1800)

Executive Committee

Cllr. TP Mdlalose (Mayor) | Cllr. PM Sinhi (Deputy Mayor) | Cllr. BL Magwaza (Speaker) | Ex Officio Mr S Khuzwayo (Municipal Manager)
Cllr. NF Ntuli | Cllr. LR Mdlotshe | Cllr. ST Magwaza | Cllr. MS Mdunge | Cllr. M Shelembe

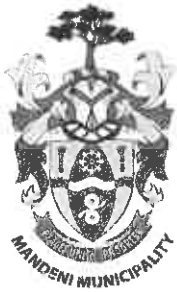


10	1	Brochure holder (ten tier - oak. x x x
11	2	DYNASTY Desk - 2400 x 1200 mm, D-Shape with Half Round Column Leg PEDENZA - 2400 X 600 mm, 3 Drawer + Deep Filer with Roller Door Cupboard, FREE STANDING EXTENSION, 2000x600 mm, 1200x600mm, MODULAR TOP UNIT, 1200x800x350mm, Top Unit with Glass Doors 1200x800x350mm Top with Open Shelves. Features: 65mm Solid Edge Top. Stained Mahogany. Central locking approved
12	1	Combination organiser (oak) x x x
13	2	Letter trays set (navy) for LED Office.

Quotations will be evaluated and adjudicated according to the following criteria:

- 80/20 preference points system will apply in terms of the Preferential Procurement Regulations 2017 (B-BBEE Status Level of Contribution – an original or certified copy of the BBEE certificate or original sworn affidavit is required).
- Supplier must be registered on the National Treasury's Central Supplier Database (CSD) and provide a proof of registration. The information recorded on your CSD report will be used to verify the following information: tax compliance status; company registration details; banking details; identity numbers of directors and employees in the service of the state
- Council's Supply Chain Management Policy.
- Quotation must be submitted on the official letterhead of your business and be valid for the period of 30 days. If quotations are called for number of items, unit price per item must be stated and total amount. state Prices quoted must be firm and inclusive of VAT.
- No quotations will be considered from persons in the services of any organ of the

warranty



- Service providers to complete in fully all relevant MBD's that are available on municipal website.
<https://www.mandeni.gov.za/index.php/documents/procurement/send/15-procurement/898-mbd-s-quotation>.
- Bidders are required to comply with, and meet minimum threshold requirement in terms of products designated to Date by department of trade and industry (DTI) of Local Production and Content on declaration certificate MBD 6.2 for the purposes
- A certified copy of the most recent municipal account in which the business is registered. District municipality (water) and Local municipality (rates, electricity and other) or if the bidder is a tenant then a letter or certificate from landlord indicating that the levies are not in arrears or an affidavit stating that the ward in which business is registered is exempted from paying rates, electricity and water. Failure to attach will lead to disqualification.
- All prospective tenderers will be screened in accordance with the National Treasury's Defaulters Database.

Quotations are to be completed in accordance with the Specification and must be sealed in an envelope and marked **"SUPPLY AND DELIVER OFFICE FURNITURE"** **QUOTATION NUMBER 92/20/21** must be deposited in the Bid Box situated at the Reception: Civic Centre, 2 Kingfisher Road, Mandeni not later than **12h00, Wednesday, the 17TH of February 2021. Late and verbal quotations will under no circumstances be considered.**

The Mandeni Municipality does not bind itself to accepting the lowest, or any tender, either wholly or in part or give any reason for such action.

Technical enquiries may be directed to Mrs. Nonto Nxumalo and SCM enquiries to Mr. Lungisani Nduli on 032-456 8200.


MR SG KHUZWAYO
MUNICIPAL MANAGER

Date: 10/02/2021