



Office of the Municipal Manager

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SUPPLY CHAIN MANAGEMENT UNIT


ADDENDUM NO.1

Quotation No: 106/20/21-SUPPLY AND DELIVER OFFICE MATERIAL
Quotation No: 109/20/21-SUPPLY AND DELIVER STUDY CARRELS FOR
MANDENI LIBRARIES

Please note the following amendment on: **Quotation No: 106/20/21 and Quotation No:109/20/21**

Closing date for both closed tenders has changed from **20 April 2021 to 21 April 2021**

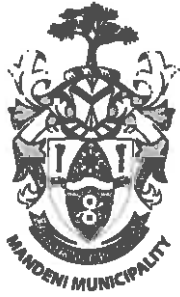
NB! Please acknowledge by initialling, signing and return the signed addendum with your Bid Document.


MR SG KHUZWAYO
MUNICIPAL MANAGER

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Executive Committee

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



ACKNOWLEDGEMENT

I _____ (Name and Surname), duly authorized
representative of _____ (Company Name)
hereby accept and acknowledge the receipt of Addendum No. 1 for **Quotation**
No:106/20/21 and 109/20/21

SIGNATURE

DATE

Initial	
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SUPPLY CHAIN MANAGEMENT UNIT

ADVERTISEMENT

QUOTATION NO: 106/20/21

SUPPLY AND DELIVER OFFICE MATERIAL

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

NO.	QTY.	DESCRIPTION
1	4	EL 330 F Calculator
2	4	Steel Hole Punch 20 sheets
3	8	Black Stapler Half Strip Stapler 5527
4	10	Lexmark Black Catridge-64016 se
5	10	Laserjet-53A
6	10	Laser Jet P1102- H-CE 285A

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 BBBEE 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 will apply on evaluating this quotation
- 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

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price per item must be stated and total amount, should you not comply with this your quotation will not be considered.

- No quotations will be considered from persons in the services of any organ of the state
- Service providers to complete in fully all relevant MBD's (1,4,6,1,8,9) that are available on municipal website.
<https://www.mandeni.gov.za/index.php/documents/procurement/send/15-procurement/898-mbd-s-quotation>.
- 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 PUBLIC SAFETY STATIONERY" QUOTATION NUMBER 106/20/21** and must be deposited in the Bid Box situated at the Reception: Civic Centre, 2 Kingfisher Road, Mandeni not later than **12H00, Tuesday, the 20th of April 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. Pretty Msomi and SCM enquiries to Mr. Lungisani Nduli on 032-456 8200.


MR SG KHUZWAYO
MUNICIPAL MANAGER

Date: 13/04/2021