



SEKHUKHUNE
District Municipality

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RE-ADVERT PUBLIC NOTICE: SK-8/2/1-006/2023/2024

IN TERMS OF SEKHUKHUNE DISTRICT MUNICIPALITY SUPPLY CHAIN MANAGEMENT POLICY, QUOTATIONS ARE HEREBY INVITED FROM ELIGIBLE AND INTERESTED COMPANIES, CONSORTIUM OR JOINT VENTURES WITHIN SEKHUKHUNE DISTRICT REGION TO APPOINT SERVICE PROVIDER TO SUPPLY AND DELIVERY OFFICE STATIONARY.

NO	DESCRIPTION	UNIT OF MEASURE	QUANTITY
1.	Black pen	Box	50
2.	Red pen	Box	30
3.	26/6 stapler	Each	30
4.	26/6 staples	Each	30
5.	Pencil	Box	50
6.	Message pad	Each	250
7.	Sign here post	Pack	100
8.	2 quire A4 note book	Each	300
9.	Bostic	Each	30
10.	Eraser	Each	30
11.	Permanent marker	Each	100
12.	2 hole normal puncher	Each	30
13.	Clip boards	Each	20
14.	Giant stapler	Each	30
15.	Stamp refill	Each	10
16.	Memory stick 16 gig	Each	300
17.	Plastic file divider (1-10)	Pack	50
18.	Mini Giant staples 23/10	Each	50
19.	Heavy duty puncher	Each	10
20.	Office glue 250ml	Each	20

Fully Completed quotation documents, Priced, and initialed each page must be placed in a sealed envelope and marked **(Request for quotations-Supply and Delivery of office Stationary.)** deposited in a tender box at Groblersdal Fire Station by no later than 11h00 on **12 SEPTEMBER 2023**. No compulsory briefing session will be held. For further information, contact **Voster Masemola** of SCM at 013 262 7656 or **Malekutu Daphney** of **SCM** on 013 262 7300

Please note:

The following returnable documents are compulsory and will lead to disqualification if not attached.


- Tax Compliance Status Pin/Tax Clearance Certificate
- Valid Copy of Company Registration documents
- Original Certified ID copies of Directors (Not older than 3 months)
- Proof of municipal rates and taxes for both company and Director(s) not in arrears for more than three months or proof of lease agreement including rates for the landlord. In case where the Company or Director is registered in a rural area where the rates are not paid, please attach proof from Local Authority and affidavit under oath indicating that there are no municipal rates payable.
- MBD 4, MBD 8, MBD 9 and MBD 6.1 forms must be signed and attached with quotation
- CSD Summary Report
- Any alterations must be signed. ((NB: not initialed)
- Telegraphic, facsimile, e-mailed, Copy and telex bids will be not accepted.
- No late bids will be accepted.

Evaluation Criteria

- A preferential points system shall apply whereby the points will be allocated in accordance with the Preferential procurement Regulations of 2022, where 80 points will be allocated in respect of price and 20 points in respect of preference points claimed for attainment of other specified goals summarized as follows:

HDI SPECIFIC GOALS	POINTS
HDI (Blacks, Indians and Coloureds)	12
Woman-Ownership of more than 50%	2
Disability ownership of more than 50%(Physically impaired)	2
Youth	2
Locality	2
Total	20


Ms. RAMPEDI MN
ACTING MUNICIPAL MANAGER


Date