



SEKHUKHUNE  
District Municipality

Private Bag X88111 Groblersdal 0470, 3rd Floor Street Groblersdal 0470  
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**PUBLIC NOTICE: SK-8/2/1-057/2025/2026**

IN TERMS OF SEKHUKHUNE DISTRICT MUNICIPALITY SUPPLY CHAIN MANAGEMENT POLICY,  
QUOTATIONS ARE HEREBY INVITED FROM ELIGIBLE AND INTERESTED COMPANIES,  
CONSORTIUM OR JOINT VENTURES TO APPOINT SERVICE PROVIDER TO PROCURE STATIONERY  
FOR SEKHUKHUNE DISTRICT MUNICIPALITY WORKPLACE

**SPECIFICATION:**

| ITEM | DESCRIPTION                                                                                                                                                                                                 | QUANTUTY | UNIT<br>MEASURE           |
|------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|---------------------------|
| 1    | ADJUSTABLE SELF-INKING DATE STAMP (2026-2035)                                                                                                                                                               | 02<br>02 | EACH(STORES)<br>EACH(IWS) |
| 2    | SIGN HERE STICKERS 45x12MM                                                                                                                                                                                  | 60       | PACKS                     |
| 3    | BL-G2-5 PEN BLACK                                                                                                                                                                                           | 60       | EACH                      |
| 4    | FX10 BLACK CARTRIDGE                                                                                                                                                                                        | 5        | EACH                      |
| 5    | VEHICLE LOGBOOK<br>- SDM Vehicle logbook (300, A4 duplicated pages)<br>- Each page must contain a water mark Logo of Sekhukhune District Municipality<br>- Book numbers must be in sequence from page 32591 | 50       | EACH                      |
| 6    | ORIGINAL 415A YELLOW CARTRIDGE                                                                                                                                                                              | 11       | EACH                      |

Fully Completed quotation documents, Priced, and initialed each page must be placed in a sealed envelope and marked **(REQUEST FOR QUOTATIONS TO PROCURE STATIONERY FOR SEKHUKHUNE DISTRICT MUNICIPALITY WORKPLACE)** deposited in a tender box at Groblersdal Fire Station by no later than 11h00 on **19 June 2026**. No compulsory briefing session will be held. For further information, contact **Voster Masemola** of SCM on 013 262 7656 or **Rosa Mdluli** of ICT 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

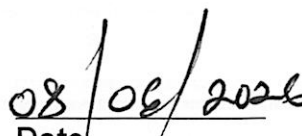
- Original Certified ID copies of Directors (Not older than 3 months)
- Proof of municipal rates and taxes for both company and Director(s) not in arrears for more than three months or proof of lease agreement including rates for the landlord. In case the Company or Director is registered in a rural 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 telefaxed 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         |
| <b>Total</b>                                               | <b>20</b> |

  
**Mr. KGWALE M.M**  
**MUNICIPAL MANAGER**

  
**Date**