



Umkhandlu wakwa - **NONGOMA** - Local Municipality
Tel: (035) 831 7500 | Fax: (035) 831 3152 | P.O. Box 84 | Nongoma 3950

Ref: 9/1/1

**REQUEST FOR QUOTATION: SUPPLY, DELIVERY AND INSTALLATION OF COMPUTER SOFTWARES
SCM RFQ: 01/2017/18**

Quotations from highly experienced, qualified and reputable service providers are hereby invited in terms of section 18(a) of Nongoma Municipality Supply Chain Management policy together with section 83 of the Municipal systems Act, No 32. Of 2000, as amended and read together with section 110, 111,112 of the Municipal Finance Management Act 56 of 2003 for the “**SUPPLY, DELIVERY AND INSTALLATION OF COMPUTER SOFTWARES**”

THE FOLLOWING DOCUMENTS ARE MANDATORY:

- Price (s) quoted must be valid for at least ninety (90) days from date of your offer and must be firm and inclusive of VAT
- This quotation will be evaluated in terms of the 80/20 preference point system as prescribed in the Preferential Procurement Policy Framework Regulations 2011 and for this purpose the MBD forms, MBD1, MBD 2, MBD 4, MBD 6.1 and MBD 9 must be scrutinized, completed and submitted together with your quotation.
- Certified B-BBEE Verification certificate or sworn affidavit must be attached together with the valid tax clearance certificate with SARS pin and certified copy of CK document
- Proof of municipal rates and taxes not older than 3 months or proof of residence for residents residing in rural areas.

EVALUATION CRITERIA

Functionality Criteria	Basis for points allocation	Points
Experience of the bidder in supplying similar products (Name of traceable references with contact details to be included for verification)	Five contracts or more of supply and delivering of ICT patches in the last five years. (One contract equivalent to 10 points)	50
CSD registration	Attach CSD summary	10
total	(60 points)	

Functionality/ quality: contractor must achieve at least 70% to qualify for the second stage. The 80/20 scoring will apply

QUOTATION SUBMISSION

The quotation must be enclosed in a sealed envelope marked “**SUPPLY, DELIVERY AND INSTALLATION OF COMPUTER SOFTWARES**” and deposited in the Nongoma Municipality quotation/bid box at the reception not later than **12h00, Thursday, the 29th March 2018**. Late quotations and quotations not clearly marked as prescribed will not be considered. Documents will be obtained from cashier’s office from **Friday the 23rd March 2018** at a non-refundable fee of **R 150.00**.

For further information or technical enquiries, prospective services provider may contact Mr MB Sibiya, IT Manager on 035 831 7554 during office hours, 07H30 to 16H30 on weekdays.

MRS V T SOKHELA
MUNICIPAL MANAGER