



Tel: (011) 951-2039  
Ref: Maloto Phogole (SCM)

011 951 2301 CELL: 084 783 0690  
PELEKELO MWIYA

### **REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS**

Kindly furnish Mogale City Local Municipality with a written quotation for the supply of the following goods/services: **Q-F (V) 01/ 2008**

### **QUOTATIONS FROM SERVICE PROVIDERS FOR THE SUPPLY AND DELIVERY OF OFFICE FURNITURE**

**Closing date and time: TUESDAY 25 SEPTEMBER 2007 @ 12h00**

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The quotation must be submitted on the letterhead of your business and can either be faxed or delivered by hand not later than the date and time as indicated on the attached schedule to:

**Mogale City Local Municipality  
Civic Centre  
Corner Market & Commissioner Streets, Krugersdorp  
Upper Level West Wing – Reception Desk Electricity Sub-Directorate  
Tender Box 1  
Fax number: (011) 953-2547**

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The following conditions will apply:

- Quotation documents available from website [www.mogalecity.gov.za](http://www.mogalecity.gov.za) or from the Supply Chain Management Section (Maloto Phogole), Finance Dept, Civic Centre, Krugersdorp.
- Price(s) quoted must be valid for at least thirty (30) days from date of your offer.
- Price(s) quoted must be firm and must be inclusive of VAT.
- A firm delivery period must be indicated.
- A valid, original tax clearance certificate must be attached.
- This quotation will be evaluated in terms of the 80/20 preference point system as prescribed in the Preferential Procurement Policy Framework Act (No 5 of 2000) and for this purpose the **enclosed forms**:
  - **MBD 2: Tax clearance certificate;**

- **MBD 4:** Declaration of interest;
- **MBD 6.1:** HDI preference points (10);
- **MBD 6.3:** Preference points for SMME's (5) &
- **MBD 6.11:** Preference points to Mogale based companies (5)

must be scrutinized, completed and submitted together with your quotation.

**IF THE MBD FORMS ARE NOT COMPLETED AND SUBMITTED WITH THE QUOTATION, THE TENDERER WILL FORFEIT THE 20 POINTS ALLOCATED IN TERMS OF THESE SPECIFIC GOALS**

- The successful provider will be the one scoring the highest points.

**NB: No quotations will be considered from persons in the service of the state<sup>i</sup>**

The person to be contacted for further information is Michael Staedler .Cell no: 082 334 3542 at the Sub-Directorate: Roads, President Building

Failure to comply with these conditions may invalidate your offer.

Yours faithfully

**SPECIALIST: PROCUREMENT**

The request for quotations is to be advertised from the 17 SEPTEMBER 2007 to 25 SEPTEMBER 2007 and the closing date to be 25 SEPTEMBER 2007 at 12H00.

**PREVIOUS EXPERIENCE**

Provide the following information on relevant previous experience (indicate specifically projects of similar or larger size and/or which is similar with regard to type of work).

Description	Value (R, VAT excluded)	Year(s) executed	Reference		
			Name	Organization	Tel no

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**INFRASTRUCTURE AND RESOURCES AVAILABLE TO EXECUTE THIS PROJECT**

NB: Please attach a list of all infrastructure and resources available to execute this project!!

**PROJECT SPECIFICATION**

**Municipal Account**

Please note that a copy of your latest municipal account for rates and services must also be attached to the quotation document.

**The Scope of work is as follow:**

**SPECIFICATIONS**

**General**

NOTE: All prices quoted to include V.A.T.

**QUOTATION REQUIRED ON: SUPPLY AND DELIVERY OF OFFICE FURNITURE**

Description	unit	Price per unit	Vat in/ex	In stock?
1. Cherry bow table 1800X1050	1			
2.Cherry return shell 890X600X761MM	1			
3.Cherry fixed 2D + D/ filler pedestal	1			
4.Writing pad (Blk) 900x 450	1			
5.Cherry Left Round Connection Top	1			

6. Black Metal Pole Leg	1			
7. Cherry Wardrobe with w/ shelve 800x450	2			
8.Cherry Book shelf with Glass Door	1			
9. Cherry Round Conf Table 1200mm	1			
10. Highback Leather – Black	1			
11. Visitors Leather – Black	6			
12.Highback Leather - Black	3			

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**SIGNATURE OF PERSON AUTHORISED TO SIGN QUOTATION**

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