



Address all correspondence to the Municipal Manager

Dipaleseng Municipality

Private Bag X 1005
Balfour, 2410
Tel: (017) 773-0055
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REQUEST FOR QUOTATION

Date: 10 SEPTEMBER 2018

SUPPLY AND DELIVERY OF STATIONERY

Quotations are hereby invited from the accredited services providers for **SUPPLY AND DELIVERY OF STATIONERY** for Dipaleseng Local Municipality.

The 80\20 preference point system will be used when evaluating the quotation, which is in terms of PPPFA and the SCM policy of the municipality.

The specifications is as Follows;

QTY	Description
200	Eraser.
3	Staplers.
3	Boxes of Staples.
3	Big puncher.
3	Giant Stapler.
9	Box A4 Typek coloured paper (Pink, Yellow ,Green, Red ,Blue).
9	Note stickers.
90	Colouring books.
90	Pack crayons.
9	Pritt.
6	Scissors.
3	Bostik.
6	Box notice board pins.
90	Black Pens.
90	Blue Pens.
15	Red Pens.
200	Pencils.
200	Rulers.
2	10 meter electrical extension with four plugs.
1	Balfour Public Library Date Stamp.
1	Grootvlei Public Library Date Stamp.
1	Nthoroane Public Library Date Stamp.
30	Calculators.
30	Mini Dictionaries.
30	Counters.
30	Puzzles.

DATE STAMP FOR DIPALESENG LIBRARIES.

BALFOUR PUBLIC LIBRARY

THEMBA SHOZI STREET

BALFOUR

2410

JANUARY 2018 TO DECEMBER 2028

(DAY/ Month/ Year)

GROOTVLEI PUBLIC LIBRARY

Cnr RING ROAD & JACARANDA STREET

GROOTVLEI

2420

JANUARY 2018 TO DECEMBER 2028

(DAY/ Month/ Year)

NTHOROANE PUBLIC LIBRARY

276 SECHABA DRIVE

NTHOROANE

2415

JANUARY 2018 TO DECEMBER 2028

(DAY/ Month/ Year)

Service providers must be registered with the Central Supplier Database www.csd.gov.za for their quotations to be considered.

PRE QUALIFICATION CRITERIA FOR PREFERENTIAL PROCUREMENT (PPPFA 05 of 2000).

- **EME OR QSE WITHIN THE JURISDICTION OF DIPALESENG WILL BE GIVEN FIRST PREFERENCE.**
NB
- **BBE CERTIFICATE & DECLARATION OF INTEREST SHOULD ACCOMPANY THE QUOTATION.**

Duly completed RFQ's must be sealed in an envelope clearly marked: **MUNICIPAL MANAGER, DIPALESENG LOCAL MUNICIPALITY" SUPPLY AND DELIVERY OF STATIONERY" – CLOSING DATE: 17 SEPTEMBER 2018** must be placed in the **Tender box at Dipaleseng Local Municipality's Offices**, Cnr Johnny Mokoena Drive & Themba Shozi Street in Balfour, not later than 12H00 on **17 SEPTEMBER 2018**.

Late submission will not be accepted and Dipaleseng local municipality does not bind itself to accept the lowest or any submitted quotation. Dipaleseng local municipality reserves the right to accept a quotation as a whole or in part. Enquiries:

Ms. Nonhlanhla Moela 0712829446 Ms Thulisile Shozi 0780178355


Ms TC MAMETJA
ACTING MUNICIPAL MANAGER