

REQUEST FOR SUPPLY AND DELIVERY OF LAPTOPS AND DESKTOPS



*Dipaleseng Municipality*

Private Bag X 1005  
 Balfour, 2410  
 Tel: (017) 773-0055  
 Fax: (017) 773-0169  
 Email: [dipaleseng@worldonline.co.za](mailto:dipaleseng@worldonline.co.za)

Address all correspondence to the Municipal Manager

REQUEST FOR QUOTATION

02 March 2026

REF: 29/2025/2026

REQUEST FOR SUPPLY AND DELIVERY OF LAPTOPS AND DESKTOPS

Quotations are hereby invited from the accredited services providers for "REQUEST FOR SUPPLY AND DELIVERY OF LAPTOPS AND DESKTOPS" 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. Preferential Procurement Policy Framework will be evaluated as follows:

Price	80
Specific Goals	20
Total	100

Service providers must be registered with the Central Supplier Database [www.csd.gov.za](http://www.csd.gov.za) for their quotations to be considered.

Quantity	Specification
	<b>REQUEST FOR SUPPLY AND DELIVERY OF LAPTOPS AND DESKTOPS</b>
5	<p>LAPTOPS</p> <p>15.6 Inch FHD Display and various configurations for processor, RAM and storage, Including intel Celeron N100, Core i7 processors, 8GB of RAM</p> <p>512GB SSD Storage.</p> <p>Other Features include integrated Intel UHD graphics Wi-Fi 6, an HD webcam, and a spill-resistant keyboard</p> <p>Operating System – Windows 11 Pro 64 bit</p>
5	Quality Laptop bags
10	<p>DESKTOPS</p> <p>H2159 All – in One PC</p> <p>i7 4590 @ 3.30GHz</p> <p>8GB DDR3 Ram</p> <p>512gb ssd</p>

**REQUEST FOR SUPPLY AND DELIVERY OF LAPTOPS AND DESKTOPS**

	<p>Windows 11 Pro</p> <ul style="list-style-type: none"> <li>- Intel Core i7 – 4590 @ 3.30GHz</li> <li>- 8GB DDR4 Ram</li> <li>- 512 GB SSD</li> <li>- 23" LCD Display</li> <li>- Windows 11 64bit Professional</li> <li>- USB Keyboard &amp; Mouse Included</li> </ul>
1	<p>HP OmniBook 5 Flip Intel Core 3 100U Processor 8GB RAM 512 GB SSD 14" IPS touch Screen Intel Graphics Backlight Keyboard Metal Convertible 2 in 1 chasis 3 year warranty Windows Office</p>

**Bid to be evaluated on Pricing and Specific Goals as follows**

The Specific Goals allocated Points in terms of this tender	20 Points Allocation
Gender (Maximum Points – 5)	Female – 5 Male – 0
Disability (Maximum Points – 5 )	5
Race (Maximum Points – 2)	Black – 2 Indian – 0.5 Coloured – 0.5
Locality (Maximum points -8)	<p>Within the boundaries of the Dipaleseng Location Municipality – 8</p> <p>Within Gert Sibande District – 5 Within Mpumalanga Province – 3</p> <p>Outside Mpumalanga Province – 0</p>

**NB PRE EVALUATION DISQUALIFICATION CRITERIA**

- Copy of certified ID Must be attached ( Not older than 6 Months)
- Declaration of interest (MBD 4) NOT SBD 4
- Certified Company Registration (CK)
- Tax Certificate
- Proof of Municipal Account, and if the Company is leasing, the lease agreement must be attached together with the Municipal Account/Tax Invoice in the same address of the lease agreement/owner whether of the Director of the company or the company and it must not be owing for more than 90 days.

**THE FOLLOWING WILL BE USED TO ALLOCATE POINTS ON THE SPECIFIC GOALS. THIS IS NOT A DISQUALIFICATION CRITERIA SHOULD BIDDER NOT SUBMIT.**

- Copy of medical assessment report from medical Doctor/Institution in case the Director or

## REQUEST FOR SUPPLY AND DELIVERY OF LAPTOPS AND DESKTOPS

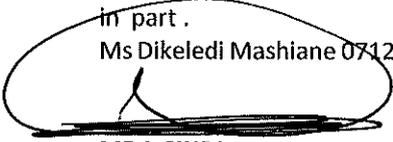
Member of the company is Disabled, the points will be allocated on the specific goals and this is not a disqualification criteria should the bidder not submit.

- BBBEE or Sworn Affidavit Valid for 12 Months

Duly completed RFQ's must be sealed in an envelope clearly marked: **MUNICIPAL MANAGER, DIPALESENG LOCAL MUNICIPALITY" REQUEST FOR SUPPLY AND DELIVERY OF LAPTOPS AND DESKTOPS" – CLOSING DATE 09 MARCH 2026** 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 **09 MARCH 2026**.

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 .

Ms Dikeledi Mashiane 0712829446 or Ms Mathotho Sesele 071 298 3872



**MR L CINDI**  
**MUNICIPAL MANAGER**