

REQUEST FOR QUOTATION FOR SUPPLY AND DELIVERY OF OFFICE FURNITURE



Dipaleseng Municipality

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Address all correspondence to the Municipal Manager

24 MARCH 2026

REF: 44/2025/2026

REQUEST FOR QUOTATION FOR SUPPLY AND DELIVERY OF OFFICE FURNITURE

Quotations are hereby invited from accredited service providers for "SUPPLY AND DELIVERY OF OFFICE FURNITURE" 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 for their quotations to be considered.

QUANTITY	SPECIFICATION
	SUPPLY AND DELIVERY OF OFFICE FURNITURE
23	High Back PU Leather office chairs with back support Color Black
4	Cashiers Draughtsman Chair Swivel Mechanism Backrest Depth Adjustment Large padded seat Arm support Color Black
16	2 way cluster tables with lockable drawer and cupboard Mahogany/Black color
6	Office Table with lockable shelf Mahogany/black color

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

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Locality (Maximum points -8)	Within the boundaries of the Dipaleseng Location Municipality – 8 Within Gert Sibande District – 5 Within Mpumalanga Province – 3 Outside Mpumalanga Province – 0
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N:B PRE EVALUATION DISQUALIFICATION CRITERIA

- Copy of certified ID Must be attached (Not older than 6 Months)
- Declaration of interest (MBD 4) NOT SBD 4
- Declaration of Local Content including annexure C,D and E (MBD 6.2) NOT SBD
- Certified Company Registration (CK) (Not older than 6 Months)
- Tax Certificate (TCSP)
- Latest Proof of Municipal Account which is not more than 3 months old at the time of closing, 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 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; and
- 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 QUOTATION FOR SUPPLY AND DELIVERY OF OFFICE FURNITURE"** – CLOSING DATE **31 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 **31 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 Phumudzo Ntlatlane 066 282 5144



MR L. CINDI
MUNICIPAL MANAGER