



**MOHOKARE**  
LOCAL MUNICIPALITY

P. O. Box 20, Zastron, 9950  
Tel: 051 673 9600  
Fax: 051 673 1550  
E-mail: [info@mohokare.co.za](mailto:info@mohokare.co.za)  
[www.mohokare.co.za](http://www.mohokare.co.za)

## REQUEST FOR QUOTATIONS

### SUPPLY AND DELIVERY OF CARTRIDGES AND TONERS

SCM CONTACT PERSON	Mr P Dyonase
TELEPHONE NUMBER:	(051) 673-9600
FAX NUMBER:	(051) 673-1550
TECHNICAL ENQUIRIES :	Mr LA Phethuka IT Administrator
TELEPHONE NUMBER:	(051) 673-9600
REFERENCE:	SCM/MOH/25/2014
DESCRIPTION	Supply and delivery of cartridges and toners
ADVERTISEMENT DATE:	12/03/2014
CLOSING DATE:	19/03/2014
CLOSING TIME:	12:00
COMPULSORY SITE MEETING :	No
SITE MEETING VENUE	N/A
SITE MEETING DATE	N/A
SITE MEETING TIME	N/A
PUBLIC OPENING	No

#### **PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT.2000**

*This request for quotation is subject to the terms of the Preferential Procurement Policy Framework Act, 2000: Preferential Procurement Regulations 2011. It is solely the responsibility of aspirant vendors who desire to avail themselves of the preferences available under this policy to familiarise themselves of its contents and to make such claims for preference. (Copies of the Policy may be obtained from the Supply Chain Management Unit or downloaded from National Treasury website: [www.treasury.gov](http://www.treasury.gov)).*

**NB!! BBBEE CERTIFICATES FROM ACCREDITED RATING AGENCY TO BE ATTACHED TO QUOTATION IF YOU WISH TO CLAIM PREFERENCES IN TERMS OF THE ABOVEMENTIONED REGULATION.**

<u>ITEM</u>	<u>QUANTITY</u>	<u>DESCRIPTION</u>
01	01	TONER FOR SHARP FAX AL-2060
02	01	TONER FOR HP COLOR PRINTER CC530 A
03	01	TONER FOR HP COLOR PRINTER CC531 A
04	01	TONER FOR HP COLOR PRINTER CC532 A
05	01	TONER FOR HP COLOR PRINTER CC533 A

06	06	HP CB 541A
07	06	HP CB 542A
08	06	SPC330CN BLACK CARTRIDGE
09	06	HP CB 543A
10	06	HP CB 540A
11	10	SP3300 CARTRIDGES
12	06	SP410 CARTRIDGES
13	10	HP 131 BLACK
14	10	HP 135 COLOUR
15	12	LEXMARK BLACK 100
16	12	LEXMARK YELLOW 100
17	12	LEXMARK CYAN 100
18	12	LEXMARK MAGENTA 100
19	08	SPC420 CARTRIDGES BLACK
20	06	SPC420 CARTRIDGES YELLOW
21	04	SPC220 CARTRIDGES BLACK
22	02	SPC220 CARTRIDGES YELLOW
23	02	TONER TOSHIBA T-2507P-2K

**NB!!**

**Compulsory Documentation** to be attached to Quotation, failure to submit valid documents as specified below will invalidate the offer.

**Please deposit Quotation in the Quotation box situated at the Municipal Offices.**

**NB!!**

All Quotations **must be** submitted on your Companies official documentation **with letterhead** alternatively the Quotation must be stamped with your Companies official stamp.

Failure to comply with the above **will invalidate** the Quotation.

Attach all required documentation e.g. Tax Clearance and BBBEE certificate.

**Vendors Registration:**

Prospective Vendors, who are not yet registered on Municipal Supplier Database, must submit a completed application form to Municipal Supply Chain Unit on, or before the Quotation closing date.

**No Orders may be issued if a Supplier is not registered on Municipal Supplier Database.**

**NOTE: “The Municipality may not necessarily accept the lowest or any other offer, and reserves the right to select in its favour any, all, or no portion of any offer made.”**

**NB:** No quotations will be considered from persons in the service of the state

\*MSCM Regulations: “in the service of the state” means to be –  
 (a) a member of –  
 (i) any municipal council  
 (ii) any provincial legislature; or  
 (iii) the national Assembly or the national Council of provinces;  
 (b) a member of the board of directors of any municipal entity;  
 (c) an official of any municipality or municipal entity

- (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the PFMA, 1999*  
*(e) a member of the accounting authority of any national or provincial public entity; or*  
*(f) an employee of Parliament or a provincial legislature*

*Yours Faithfully*

**Mr CT Panyani**  
**Municipal Manager**