

27 JUNE 2019

QUOTATIONS ARE HEREBY REQUESTED IN ACCORDANCE WITH THE SCM REGULATIONS SECTION 18 OF THE LOCAL GOVERNMENT MUNICIPAL FINANCE ACT 56 OF 2003, FOR THE PURCHASE OF ITEM/S THAT COULD BE ABOVE R30 000.00.

QUOTATIONS MUST BE SUBMITTED IN SEALED ENVELOPES CLEARLY MARKED "RFQ08: SUPPLY & DELIVERY HEIDELBERG LIBRARY FURNITURE - SOLID OAK/SILIGNA" TO THE QUOTATION BOX SITUATED AT:  
SUPPLY CHAIN MANAGEMENT OFFICE (LESEDI OFFICES)  
C/O LOUW AND HF VERWOERD STREET  
HEIDELBERG  
1438

ALL ENQUIRIES REGARDING SPECIFICATIONS SHOULD BE REFERRED TO MR CORRIE VERSTER (016) 492 0046 AND MS SIBULELO NXATHI @ 016 492 0202 WITH REGARDS TO THE BIDDING PROCEDURE.

DEPARTMENT: COMMUNITY SERVICES

DATE: 05 JULY 2019@12H00

SPECIFICATIONS: SUPPLY & DELIVERY HEIDELBERG LIBRARY FURNITURE - SOLID OAK/SILIGNA

## FICTION SHELVES

1. 4x Double sided units, 12 shelves 2700(l)x1400(h)x400(w)

## Requirements

- Minimum 5 years guarantee against faulty craftsmanship and/ or materials, which includes the PVC edging which should not come off under any circumstances whatsoever.
- Lifetime guarantee against sagging shelves ("Sagging – to sink or bend downwards by weight or pressure , esp. in the middle )
- All bookshelves are completely constructed of **22mm thick oak/saligna** wood which includes ,sides, divisions, top, bottom, skirting and shelves
- Minimum 2mm hard impact PVC edging must cover all exposed edging include bottom edges of sides and skirting to prevent water damage
- All shelves must be fully adjustable with metal recessed strips & special clips that prevent the shelves from sliding ( safety measure ) and in order to protect the books from damage
- Shelves may not be hold in place by a direct hole ( with clip) in the sides of the bookshelf
- Panel pins or nails may not be used in the construction of the bookshelves ( appropriate size screws only)
- The heads of the screws must be "plugged " not to be seen
- Price must include delivery and installation
- Quotation must include proposed furniture layout and bill of quantities
- A sample of a bookshelf must be submitted (at own cost )
- Facilities, where manufacturing take place , may be inspected

- Minimum of 3 contactable reference must be supplied which includes information such as : Date supplied, Contact Value, Contact Person , Contact Telephone number , Name of Institution
- Years' experience in the field

Name of Company: \_\_\_\_\_

Fax: \_\_\_\_\_

Telephone: \_\_\_\_\_

Date: \_\_\_\_\_

The following documents must be submitted with the quotation, failure in submitting these documents will result in a quotation being disqualified:

- Copy of tax clearance certificate/Pin Provided by Sars
- MBD Forms (MBD1, MBD 2, MBD4, MBD 6.1 MBD 8 MBD 9 and the Clearance Certificate for Water & lights)
- Latest municipal account
- Central Supplier Database report

**EVALUATION CRITERIA:** 80/20 Preference point system as presented in the preferential procurement policy framework Act no 5 of 2000, for this purpose the MBD1, MBD 2, MBD4, MBD 6.1 MBD 8 MBD 9 and the Clearance Certificate for Water & lights can be downloaded from our website on the following link: [www.lesedilm.gov.za/key/scm](http://www.lesedilm.gov.za/key/scm) MBD forms should be scrutinized, completed and submitted together with your quotation. All objections and complaints must be lodged within 14 days and in writing to the municipal manager's office.

<b>Designated Group: An EME or QSE which is last 51% owned by:</b>	<b>EME</b>	<b>QSE</b>
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		

**NB:** Bidders who did not submit an original or certified copy of their B-BBEE Certificate will not be allocated preference points.

All bidders must ensure that they are registered on the National Treasury Central Supplier Database via the following link: [business.support@csd.gov.za](mailto:business.support@csd.gov.za). No business will be conducted with any person who is not registered on this database.

**BIDDERS ARE WELCOME TO ATTEND THE OPENING ON THE CLOSING DATE**