

Ubuntu Municipality



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78 Church Street, Victoria west 7070

Tel: 053 621 0026

Fax: 053 621 368

NOTICE NO: 19/2023

ADVERT DATE: 15/09/2023

QUOTATIONS ARE HEREBY REQUESTED FOR SUPPLY AND DELIVERY OF STATIONARY TO UBUNTU MUNICIPALITY.

Notice is hereby given in terms of section 111 of the MFMA (No 56 of 2003) and Clause 12(1) of the Municipal Supply Chain Management Policy that Ubuntu Municipality intends to appoint a service provider to supply and deliver of stationary.

Description	Quantity
Pens	6 Boxes (Black)
Manilla Paper	200
Transparent	200
Lever Arch Files	100
Prestik	30 Packs
Pritt	20
Selotape (Big & Small)	50 (Big) 30 (Small)
Stamp Ink	10 Bottles
Date Stamps (Ubuntu)	4
Rotatrim A4 Paper (White)	80 boxes
Rotatrim A4 Paper (Different Colours)	2 boxes
Rotatrim A3 Paper (White)	1 box
Heavy duty Hi-volume 450 sheet binding machine	1
Heavy duty Punch (150 sheets)	1
Metal heavy duty stapler (240 sheets)	1

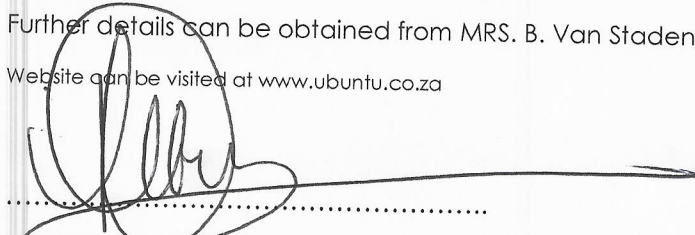
The following conditions shall apply:

- The council is not obliged to accept the lowest or any quotation and reserves the right to accept any quotation or portion thereof.
- Quotation must be valid for a period of **90 days** after the closing date.
- All quotes will be adjudicated and awarded in terms of the Ubuntu PPPFA and Supply Chain Management Policy. A maximum of 20 points may be awarded to a tenderer for the specific goal specified for the tender. Goals for this invitation: Gender, Race and disability and Local Area of the Supplier.
- MBD 4, declaration forms be obtained at Ubuntu Municipality website, must be completed, and signed.
- Proof of Valid CSD registration printout
- Certified evidence of B-B.B.E.E..
- The successful bidder must be ready and available to supply the materials.
- Quotation received after the set closing date will not be considered.

Written Quotation must reach the Municipal office, 78 church street, Ubuntu Municipality 7070, not later than 12h00 on 21 September 2023.

Further details can be obtained from MRS. B. Van Staden at telephone **053 621 0026**.

Website can be visited at www.ubuntu.co.za



Date: 15 September 2023

**MRS L ITUMELENG
(MUNICIPAL MANAGER)**