




water & sanitation

Department:
Water and Sanitation
REPUBLIC OF SOUTH AFRICA

REQUEST FOR QUOTATION

QUOTATION NUMBER: 31220			
DESCRIPTION: SUPPLY AND DELIVERY OF OFFICE CHAIRS			
DEPT CONTACT PERSON: MATOME MALATJI			
CONTACT NUMBER: 012 336 7081			
DATE SOURCED: 03 MAY 2024			
SUPPLIER DETAILS:			
SUPPLIER NAME			
TEL NO:		EMAIL	
ATTENTION:			

QUOTATION RESPONSES MUST SEND VIA EMAIL TO: Malatjim3@dws.gov.za						
CLOSING DATE FOR QUOTATION (S)						
	DATE: 09 MAY 2024	TIME:	1	1	H	0
No	Item Description	Quantity				
	OFFICE CHAIRS Black leather Back Support Rotatory and flexible recline Adjustable height Foam armrests 	03				

IMPORTANT INFORMATION

SERVICE PROVIDERS ARE REQUESTED TO ENSURE THE FOLLOWING BEFORE SUBMITTING RESPONSES

- All SBD documents provided with the quotation MUST be fully completed and signed (SBD 1, SBD 4, SBD 6.1 SBD 6.2 (if applicable))
- The signature dates MUST be in line with the current request for quotation
- All quotations MUST be inclusive of vat (if a supplier is a VAT Vendor).
- All items quoted must be correctly calculated
- Company's tax status on CSD MUST be compliant with SARS when submitting a quotation.

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| <ul style="list-style-type: none">• In terms of branded items, the brand name, and the model to be supplied MUST be stipulated in the quotation.• All quotations must be valid for 60 days• Delivery period MUST be indicated on the quotation• Late quotations will not be considered.• Suppliers' attention is drawn on SBD 6.1 which must be used for claiming points for specific goals. Service providers are advised to use the formula on the Annexure A which provides guidance of how to calculate points to be claimed. Service providers are also encouraged to ensure that the ownership percentages used to calculate claimed points are accurate as these will be used in awarding the quotation as per PPR |
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NB: QUOTATIONS WILL BE AWARDED BASED ON THE HIGHEST SCORE FOR PRICE AND SPECIFIC GOALS COMBINED AND NO LONGER BASED ON THE LOWEST QUOTATION IN LINE WITH THE PPR 2022

SUPPLIERS ARE ADVISED TO REGULARLY CHECK THE DEPARTMENTAL WEBSITE <https://www.dws.gov.za/Tenders/Quotations> FOR OTHER QUOTATION OPPORTUNITIES THAT MIGHT BE RELEVANT TO THEIR LINE OF BUSINESS