

REQUEST FOR QUOTATION

QUOTATION NUMBER: WQ-31229
DESCRIPTION: SUPPLY AND DELIVER OF BLUE SPEAKERPHONE
DEPT CONTACT PERSON: ALMA OELSEN
CONTACT NUMBER: 012 336 8153
DATE ISSUED : 14/5/2024

QUOTATION RESPONSES MUST SEND VIA EMAIL TO: (oelsena@dws.gov.za)										
CLOSING DATE FOR QUOTATION (S)										
	DATE: 17/5/2024				TIME:	1	1	H	0	0
No	Item Description			Quantity						
1	CP900 PORTABLE BLUETOOTH AND USB SPEAKERPHONE			3						
										
IMPORTANT INFOMATION										
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 4, SBD 6.1) • 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. • 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 30 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 • Suppliers are requested to use the quotation number provided as reference on the response email										•

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