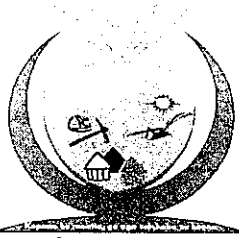


HEAD OFFICE

303 Church Street
 Private Bag X 44
 MOGWADI 0715
 Telephone : (015) 501 0243/4
 Fax no : (015) 501 0419
 E-mail: info@molemole.gov.za

**Molemole Municipality**

ALL CORRESPONDENCE TO BE ADDRESSED TO THE MUNICIPAL MANAGER

MOREBENG BRANCH OFFICE

25 Cnr. Roets & Viviers Street
 MOREBENG 0810
 Telephone : (015) 397 4333 / (015) 397 4327
 Fax no : (015) 397 4334

www.molemole.gov.za

Enquiries: JimmyM

Reference: FNC/02

24 MARCH 2014

CALL FOR QUOTATIONS FROM SERVICE PROVIDERS FOR THE SUPPLY AND DELIVERY OF STATIONERY AND CARTRIDGES.

SPECIFICATION:

STATIONERY ITEMS

ITEMS	BRAND	QUANTITY
A4 PAPER BOXES WHITE	Typek	80
ARCH LEVER FILES PVC	BANTEX	100
ARCH LEVER FILES		100
GEL INK ROLLER BALL	UNI-BALL SIGNO 207	96
BLACK PENS	BIC	8 boxes
PILOT SUPER GRIP PEN		120
ACRO BALL PEN	PILOT	240
BLUE ACRO BALL PEN	PILOT	60
PACKAGING Tapes		10
BOSTIK		48
STANDARD 26/8 STAPLES		20
A4 PINK PAPER		5 Boxes
A4 YELLOW PAPER		5 Boxes
GIANT STAPLER	STD HS-3000	8

Vision: A developmental people driven organization that serves its people"

Mission: To provide essential and sustainable services in an efficient and effective manner.

GIANT STAPLES 23/13	KANGARO	8 Boxes
FLASH DRIVE 8gig	SANDIKS	40
FLASH DRIVE 16gig	SANDIKS	20
FLASH DRIVE 4gig	SANDIKS	20
HEAVY DUTY PUNCHER HD-2320	KANGARO	3
A4 BROWN ENVELOPES		5 Boxes
C5 BROWN ENVELOPES		4 Boxes
FOLDER FILES		15 pack
A4 GREEN PAPER		5 Boxes
A4 BLUE PAPER		5 Boxes
PENCIL	HB	96
CORRUGATED ARCHIVE BOXES(REF 3004)	KRAFT	60
CATRIDGES/TONERS		
ITEMS	BRAND	QUANTITY
ERC-38 B	EPSON	7
ERC-31	EPSON	7
CE 505 A	hp	10
CE 320 A	hp	12
CE 321 A	hp	5
CE 322 A	hp	5
CE 323 A	hp	6
CE 278 A	hp	13

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CE 255 A	hp	7
CF 210 A	hp	10
CF 211 A	hp	5
CF 212 A	hp	5
CF 213 A	hp	6
Tally Genicom 6300		8

The following documentation should accompany your quotations:

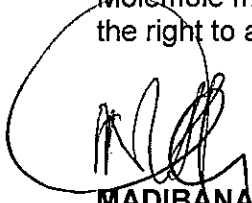
- a) Company registration certificate
- b) A valid Tax clearance certificate
- c) Completed declaration form (downloadable on municipal website)
- d) Valid BEE certificate

The following conditions will apply:

- Quotation must be on an official letterhead of the company;
- Price(s) quoted must be valid for at least thirty (30) days from the date of this offer;
- Price (s) must be firm and inclusive of VAT;
- A firm delivery date must be indicated.
- Quotations will be evaluated on 80/20 preference point system. Whereas 80 points will be for price and 20 for preference as per PPPFA of 2000, BBBEEA of 2003 and preferential procurement regulation of 2001.

For any technical enquiries please contact Mr Phahlahla J at 015 501 0243 between 08:00 and 16:00. All quotations should be submitted at Mogwadi Municipal Tender Box by the latest 01 April 2014 at 10H00 , clearly marked **STATIONERY**. No quotation will be accepted after the closing date.

Molemole municipality is not bound to accept the lowest or any bid and proposal and reserves the right to accept any proposal either wholly or part thereof.



MADIBANA M
ACTING MUNICIPAL MANAGER

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Mission: To provide essential and sustainable services in an efficient and effective manner.