



**RAYMOND  
MHLABA**  
MUNICIPALITY  
\*\*\*\*\*  
UMANYANO KUPHAKHESHO

T 046 645 7400/7451 | F 046 645 2562  
8 SOMERSET STREET  
FORT BEAUFORT | 5720  
P.O. BOX 36 | FORT BEAUFORT | 5720

**DATE: 22 APRIL 2026**

**ADVERT: INVITATION FOR QUOTATION**

**PROCUREMENT OF DIGITAL CAMERA AND ACCESSORIES.**

Completed quotations must be placed in a sealed envelope endorsed with the relevant above-mentioned name of the project and must be deposited in the Bid Box at the offices of Raymond Mhlaba Local Municipality, Corner Market Street, Town Hall, Fort Beaufort 5720, by no later than **12:00, on Wednesday 29 APRIL 2026.**

Preferential Procurement Policy Framework Act points will be awarded as follows:

**Price** - **80 Points**  
**Specific goals** - **20 Points**  
**Total** - **100 Points**

**MANDATORY DOCUMENTS TO BE SUBMITTED AND FAILURE TO DO SO WILL LEAD TO BIDS DEEMED TO BE NON-RESPONSIVE.**

- Prices quoted must be firm and must be inclusive of VAT for VAT vendors.
- Bids which are late, not filled in black ink, incomplete, pages not filled in, unsigned or submitted by facsimile or electronically, will not be accepted.
- A confirmation from SARS with a verification pin.
- Certified ID Copies of Managing Directors/ Owners.
- Original Municipal Billing Clearance Certificate/Statement of Account for the company and its directors from your local municipality is a compulsory submission. All service providers must provide municipal billing clearance obtainable from Revenue Manager/ Section. Take note that the municipality will not enter contract with the bidder whose Municipal Bill is more than 3 months in arrears.
- Compulsory submission of MBD forms 4, 8 and 9
- Bidders must be registered on CSD and provide confirmation of registration.
- Specific goals will total 20 points.

<b>SPECIFIC GOALS</b>	<b>POINTS</b>
Disabled	3
Youth	5
Woman (female)	5
Military veterans	2
Black	5

- In order to claim points for disability, bidder must submit medical certificate. It is compulsory to submit a full CSD Report
- No bidders in the service of the state are allowed to bid.

**OTHER ADMINISTRATIVE REQUIREMENTS**

- Raymond Mhlaba Municipality Supply Chain Management Policy will apply.
- Raymond Mhlaba Municipality does not bind itself to accept the lowest bid or any other bid and reserves the right to accept the whole or part of the bid and value for money will be the key determinant of the appointment.
- Certified BBBEE certificate or sworn affidavits for EME's and QSE's (non-elimination item). Certification of documents must be within a period of 90 days and must be originally certified.

**Enquiries should be sent to Ms. S. Mtiya at: [smtiya@raymondmhlaba.gov.za](mailto:smtiya@raymondmhlaba.gov.za), cell no: 066 471 5895**



**RAYMOND  
MHLABA**  
MUNICIPALITY  
\*\*\*\*\*  
UMANYANG KUPHULELE

T 046 645 7400/7451 | F 046 645 2562  
8 SOMERSET STREET  
FORT BEAUFORT | 5720  
P.O. BOX 36 | FORT BEAUFORT | 5720

**SPECIFICATION:**

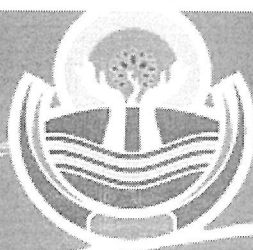
**SEE ATTACHED.**

Yours Faithfully

M. Ngxowa  
CHIEF FINANCIAL OFFICER

22/04/2026

M.N.



**RAYMOND  
MHLABA**  
MUNICIPALITY  
UMAYANOKUTHIHOLESU

Tel: 046 645 7400/7451 | Fax: 046 645 2562

8 Somerset Street | Fort Beaufort, 5720 | P.O.Box 36, Fort Beaufort, 5720

**INTERNAL MEMORANDUM**

<b>TO</b>	<b>CFO</b>
<b>FROM</b>	<b>DIRECTOR STRATEGIC PLANNING &amp; LED</b>
<b>SUBJECT</b>	<b>REQUEST FOR PROCUREMENT OF DIGITAL CAMERA AND ACCESSORIES</b>
<b>DATE</b>	<b>27 March 2026</b>

**PURPOSE:**

This memo serves as a request for the approval for procurement of Digital Camera Bundle (Mirrorless Camera) and accessories

**SPECIFICATION:**

Digital Camera Bundle (R50 Mirrorless Camera), which includes the following accessories.

- Lens 24 – 70mm
- Speed light EL 5
- Camera Handheld Gimbal Stabilizer
- Professional Photography Soft Box Light (Set of 3 Light Soft Box)
- Tripod
- CAMERA BAG

For enquiries, please contact Ms. Sivenkosi Mtiya on 066 471 5895  
[smtiya@raymondmhlaba.gov.za](mailto:smtiya@raymondmhlaba.gov.za).

Request by:

Dr L Hanabe  
Director Strategic Planning and LED