



**RAYMOND
MHLABA**
MUNICIPALITY
.....
UMANYANO KUPHHLISO

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

DATE: 13 MAY 2026

ADVERT: INVITATION FOR QUOTATION

PROCUREMENT OF 4 LAPTOPS.

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 Friday 22 May 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.

SPECIFIC GOALS	POINTS
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 Mr. M. Best at: mbest@raymondmhlaba.gov.za, cell no: 073 059 4587.



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SPECIFICATION:

SEE ATTACHED.

Yours Faithfully

M. Ngxowa
Chief Financial Officer





**RAYMOND
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MUNICIPALITY**

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

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

To : Manager SCM

From : Manager ICT

Date : 08/05/2026

Subject : Laptop Specification

Specification for Laptop:

Description of Product	Quantity
i5 NOTEBOOK <ul style="list-style-type: none">- CPU:- Intel Core i5-13500H- Windows 11 Pro- RAM: 8GB DDR4- Storage: 256GB SSD- Display: 14" FHD (1920x1080)- GPU: Intel Iris Xe, an HD Webcam with dual Mic and backlit (night light) keyboard- Network:- 802.11 AX WLAN Module (with 4G sim slot), USB Ethernet/adapter, Wireless (Wi-Fi) connectable- 3-year onsite warranty	4

All consumables/accessories (charger & ethernet adapter) for the equipment to function must be supplied as part of the laptop and must be compatible.

Regards



Mr. M Best
Manager ICT