



BA-PHALABORWA MUNICIPALITY  
MEMORANDUM  
- BUDGET AND TREASURY \_

**TO** : *Prospective Service Provider*  
**FROM** : **SCM /STORES**  
**DATE** : **06/12/2022**  
**ENQUIRIES** : **STORES**  
**TELEPHONE** : **015 780 6361/62**  
**REF** : **PS20:22/23**

*Kindly furnish this office with a written quotation for supply of goods/ services as detailed below. The quotation must be submitted on the letterhead of your Business and Brought to our offices 3 Nyala Street, Phalaborwa not later than 15/12/2022 at 12H00*

<b>QUANTITY</b>	<b>Description</b>	<b>PRICE/UNIT (Inc. VAT)</b>	<b>DELIVERY PERIOD</b>
9	HP 201A CF400A BLACK		
9	HP 201A CF401A CYAN		
9	HP 201A CF403A MAGENTA		
9	HP 201A CF402A YELLOW		

Non-generic items required

**Please number your quotes (Your Ref no)**

*The following conditions will apply:*

- Price (s) quoted must be valid for at least thirty (30) days from date of your offer.*
- The municipality retains the prerogative to reject any quotes it deems to be excessive*
- A firm delivery period must be indicated.*
- Tax Clearance Certificate*
- A service provider be registered with central supplier database (CSD)*
- Registered with CIPRO (CK 1 or 2 document)*
- BBBEE Certificate certified by a SANAS accredited institution.*
- Completed MBD4 (Declaration of Interest) Form*
- Completed MBD6.2 FOR*
- Minimum Local content threshold:100%*
- Evaluation criteria: 80/20*

**Fill in and Return the Declaration of Interest Form.**