



# Lejweleputswa District Municipality



## REQUESTS FOR MICROSOFT APPLICATION RFQ NO: 288/03/2016

Lejweleputswa District Municipality hereby requests quotations from reputable and reliable service providers to supply Microsoft application.

### The following should be included:

- (30) Microsoft office professional licensing on government pricing "Preferably Government Select agreement".
- 1 Microsoft office professional 64 bit media pack.
- 10 Pdf converters applications

Service provider should clearly state which government pricing was utilized and the service provider should also clearly state discount packages that we will receive with the package.

**The quotation must be submitted on the letterhead of your business and must be hand delivered for the attention of Me. Cathy Baloyi**  
Lejweleputswa District Municipality,  
Supply Chain Management Unit  
CNR Jan Hofmeyer and Tempest Road,  
Welkom  
9460

**Enquiries:** M Segalo  
Tel: (057) 353 3094

### The following conditions will apply:

- Price(s) quoted must be valid for at least thirty (30) days from date of your offer
- Price(s) quoted must be firm and inclusive of VAT
- A firm delivery period must be indicated.
- This quotation will be evaluated in terms of the 80/20 preference point system in terms of the Supply Chain Management Policy, and for this purpose the MBD1, MBD2, MBD3.1, MBD4, MBD6.1, MBD8 & MBD9 can be downloaded from LDM website ([www.lejwe.co.za](http://www.lejwe.co.za)) or collected from the SCM Unit, and be scrutinized, completed and submitted together with your quotation.
- Proof of company registration documents and valid original tax clearance certificate **must** be attached.
- Original and valid B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE or certified copies thereof **must** be attached.

**NB: No quotations will be considered from the person in the service of the state.  
No late quotations will be considered.**

**Closing Date: 20 April 2016 @ 16H00**