



a world class African city



City of Johannesburg
Johannesburg Development Agency

No 3 President Street
The Bus Factory
Newtown
Johannesburg, 2000

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www.jda.org.za
www.joburg.org.za

01/04/2009

Dear Sir / Madam

REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS

Kindly furnish me with a written quotation for the supply of the following goods:-

HP Notebooks

- 3 X HP Compaq 6730b Notebooks - Windows XP preloaded

Please also quote

- Extra power packs (euro) for laptops
- Laptop bags for notebooks
- 3 year warranties

The quotation must be submitted on the letterhead of your business and can either be emailed or delivered by hand not later than **10 April 2009** to:

Bekezela Mhlanga
The Bus Factory
3 President Street
Newtown
Johannesburg 2000

Email addresses

bmhlanga@jda.org.za

For any queries please contact

Bekezela Mhlanga IT & Systems Manager bmhlanga@jda.org.za Telephone : 011 688 7866	Mbali Ntusi IT & Systems Officer mntusi@jda.org.za Telephone: 011 688 7833
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The following conditions will apply:

- A valid Tax Clearance Certificate must be submitted
- Price(s) quoted must be valid for at least thirty (30) days from date of your offer.
- Price(s) quoted must be firm and must be inclusive of VAT.
- A firm delivery period must be indicated.
- If the price quoted is above R 30 000 inclusive of VAT), the quotation will be evaluated in terms of the 80/20 preference point system as prescribed in the Preferential Procurement Policy Framework Act (No 5 of 2000). For this purpose the Tax Clearance Certificate, Declaration of Interest and the BEE Forms are available on the JDA website

Building a better city

Directors

L. Vutula (Chairperson) A. Roriston L. Matlhape D. Lewis N. Lila D. Naidu P. Masilo L. Bethlehem (CEO) R. Moola
A. Goldsmith (Company Secretary)
Registration Number: 2001/005101/07

(www.jda.co.za) and must be scrutinized, completed and submitted together with your quotation.

- The successful provider will be the one scoring the highest point

NB: No quotations will be considered from persons in the service of the state¹

Failure to comply with these conditions may invalidate your offer.

1 . * MSCM Regulations: "in the service of the state" means to be –

- (a) a member of –
 - (i) any municipal council;
 - (ii) any provincial legislature; or
 - (iii) the national Assembly or the national Council of provinces;
- (b) a member of the board of directors of any municipal entity;
- (c) an official of any municipality or municipal entity;
- (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
- (e) a member of the accounting authority of any national or provincial public entity; or
- (f) an employee of Parliament or a provincial legislature.