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Better District, Better Life and Growth for all.

www.anda.org.za



Alfred Nzo Development Agency SOC Ltd
Reg nr: 2008/00893/30

14 October 2019

ADVERT FOR SUPPLY AND DELIVERY OF SIX (6) LAPTOPS AND ACCESSORIES:

BID NO: ANDA/07/2019/2020

Alfred Nzo Development Agency (ANDA) is a municipal entity of the Alfred Nzo District Municipality established in terms of s84 of the Municipal Finance Management Act (MFMA) 56 of 2003. The Agency (ANDA) is mandated to carry out the promotion and implementation of local economic development initiatives and investment and trade promotion on behalf of the District Municipality.

The Agency is situated in Mt. Ayliff in the Eastern Cape Province

ANDA hereby invite bids from suitably qualified service providers to submit quotations for supply and delivery of laptops and accessories.

Specification

ITEM	DESCRIPTION	QUANTITY
1.	PROBOOK 450 G6 – Product Colour: Silver Processor Brand: Intel Processor Family: 8 th Gen quad-core, Intel Core i5 Processor Code Name: 7200U Processor Speed: 2.5 GHz Storage Type: HDD (Hard Disk Drive) Storage Capacity: 1000GB Storage Speed: 5400 rpm Operating System: Microsoft Windows 10 Pro 64 Bit Bluetooth: Yes Wifi: Yes Webcam: Yes Memory Size: 8GB Memory Frequency: 2133Mhz Memory Form Factor: Notebook Memory (SO-DIMM) Display Anti Glare: Yes Display Touch: No Display Size: 15.6 inch Graphics Card Manufacturer: Intel Display Resolution: 1280x720 Display: WLED-Backlit Audio Port: Audio In & Out Card Reader: Yes LAN: 1000Mb/s LAN 3 Years next business day onsite warranty.	6
2.	Laptop Bags for 15.6" Laptops	6
3.	Microsoft Office Professional Plus 2019 for windows	6

Notes to Prospective Bidders/compulsory submissions

- All bidders have to be registered on Central Supplier Database (CSD summary to be submitted)
- All bids submitted should remain valid for a period of 90 days after the bid closing date (state validity on quotation)

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- Valid Tax Clearance Certificate and/or Pin should be attached
- Certified copy of B-BBEE Level Certificate
- Joint Venture agreement (where applicable)
- Company profile with traceable reference.
- All bidders are required to submit MBD 4, 8 & 9 forms (declaration of interest & SCM past Experience) which are available at reception area at ANDA Offices in Mount Ayliff or which can be downloaded from www.anda.org.za/ [www.andm.gov.za.](http://www.andm.gov.za/) Failure to do so will result to disqualification.

The quotations will be evaluated on the basis of the Preferential Procurement Policy Framework Act (Act No.5, 2000), and the regulations pertaining thereto (2011), as well as the Alfred Nzo Development Agency's Supply Chain Management policy.80/20 preference point system will be used as per the ANDA SCM policy.

PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT (PPPFA) POINTS WILL BE AWARDED AS FOLLOWS:

The proposals / quotations will be evaluated in two stages, namely:

Stage 1 – Functionality

Stage 2 – Price and BBBEE Points

Only Bidders who score 70% or more on stage 1 would be evaluated further and therefore eligible for the award.

ITEM	WEIGHT
STAGE 1 OF EVALUATION - FUNCTIONALITY	
Functionality	100
• Previous Experience	100
STAGE 2 OF EVALUATION – PRICE & PREFERENTIAL POINTS	
Price	80
B-BBEE Certificate	20
TOTAL	100

Breakdown of Functionality

PREVIOUS COMPANY EXPERIENCE	Weighting
Supply and Delivery	100
Successful undertaking of 06 Supply and delivery of ICT equipment and accessories. Projects amounting to no less than R50 000 each;	100
Successful undertaking of 04 Supply and delivery of ICT equipment and accessories. Projects amounting to no less than R30 000 each;	80

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Successful undertaking of 03 Supply and delivery of ICT equipment and accessories. Projects amounting to no less than R30 000 each;	60
Successful undertaking of 02 Supply and delivery of ICT equipment and accessories. Projects amounting to no less than R20 000 each;	40
Successful undertaking of 01 Supply and delivery of ICT equipment and accessories. Projects amounting to no less than R20 000 each;	20
Maximum weighting	100
<p>Note COMPULSORY attachments for verifying work done:</p> <ol style="list-style-type: none"> 1. A traceable record will be evaluated on the basis of: <ol style="list-style-type: none"> 1.1 A reference letter/letters specifying the contract amount for each project completed (1 reference letter per project completed) 	

SUBMISSION OF QUOTATIONS

The completed quotations must be submitted in a sealed envelope endorsed with the Bid No: **ANDA 07/2019/2020 SUPPLY AND DELIVERY OF LAPTOPS AND ACCESSORIES** and closing date. The sealed envelope must be deposited in the Tender Box, located at reception area of Alfred Nzo Development Agency not later than 12h00pm on the 23 October 2019. The submissions will NOT be opened in public. Emailed or faxed quotations will be disqualified, Alfred Nzo Development Agency reserves the right to accept or not to appoint service provider.

BID ENQUIRIES

SCM related enquiries should be directed to Ms Motheba Makhatha on 0394920011 or email: makhatham@anda.org.za. Product related enquiries should be directed to Mr Ayabulela Fikeni on 0394920011 or email: fikenia@anda.org.za



Ms M. Bambeni
Chief Executive Officer