



PORT ST JOHNS
MUNICIPALITY
OUR HERITAGE. OUR PEOPLE

REQUEST FOR FORMAL WRITTEN QUOTATIONS

DATE:	PERSON DEALING WITH THE MATTER:	REFERENCE:	CLOSING DATE & TIME
15 February 2024	Ms S Mtshamba 060 932 3014	PSJLM-2023/24 Ref 59	21 February 2024 11:00 AM

Procurement of video transmission

All the items needed are listed in the attached schedule and Envelopes must be clearly marked **Procurement of video transmission**

Completed Quotations must be placed in the bid box situated at Erf 257, Main Street, P.O. Box 2, Port St. Johns, 5120 (Municipal Offices), at the reception area not later than **21 February 2024 at 11h00 AM.**

The following conditions will apply:

- Price(s) quoted must be valid for at least thirty (30) days from date we receive your offer.
- Price(s) quoted must be firm and must be inclusive of VAT.
- A firm delivery period must be indicated.
- This quotation will be evaluated in terms of the 80/20 preference point system as prescribed in the Preferential Procurement Regulations, where 20 points will be for a specific goal and 80 points will be for price.
- The Port St. Johns Local Municipality Supply Chain Management Policy will apply.
- The Port St. Johns Local Municipality does not bind itself to accept the lowest quotation or any other quotation and reserves the right to accept the whole or part of the quotation.
- Quotations which are late, incomplete, unsigned or submitted by facsimile or electronically, will not be accepted.
- Attach a detailed Central Supplier Database report and **Fill in New MBD 1, MBD 4, MBD 7.2, MBD 8, MBD9 and must be submitted with the quotation (obtainable on Municipal Website)**
- Attach Rates clearance statement of a company or its directors which is not older than 90 days obtained from your respective Municipality or valid signed lease agreement by both parties Lessee and Lessor. If exempted, please attach stamped letter of exemption from your respective Municipality's revenue office to prove that the bidder as per the Municipality's valuation roll does not own any property which is not older than 90 days
- Attach Compliance Tax Pin for verification on SARS website

Failure to comply with these conditions will invalidate your offer.

Evaluation Criteria for this procurement will be as follows:

Price = 80
Youth and Black owned = 20



Youth = 10 (Attach certified copy of ID, this will also be verified CSD Report)
Black owned = 10 (Attach certified copy of ID, this will also be verified CSD Report)

SPECIFICATION FOR THE TRANSMISSION SERVICES

1 x public viewing screen

Pixel 1r1gb

Module size 500cm X 600 cm

Screen resolution

LED LIFE 100 HRS

SCREEN RESOLUTION 514X384

Source transmission from Impuma kappa TV

Source guide requirements for compatibility from Kapa TV OR OTP

Mr Mafani 082 5775717

Mr Mokuena 082 419 5775


Deliver footage to the Port St. Johns

Diliver Footage on Facebook Live

Test on the 21 February AT 6pm

Enquiries regarding the hiring shall be directed to Ms S. Ford (064 880 8746)

Recommended by


Ms S. Ford
Manager Communication

ISSUED BY


MR M. FIHLANI
MUNICIPAL MANAGER

DATE _____

