

Address of Registered Office:

Old Government Printers
No.5 Textile Road
Vulindlela Heights
Mthatha
5100

Postal Address:

P.O Box 1134
Mthatha, 5100



Tel : +27 (0) 47 531 0346

Fax: +27 (0)47 531 4121

E-Mail : info@ntinga.org.za

Website : www.ntinga.org.za

Request For Quotations.

Notification date: 28/08/2019

**ADVERTISEMENT: RFQ NO – 06/08/2019
(MICROSOFT OFFICE UPGRADE)
NTINGA HEAD OFFICE**

Ntinga O.R. Tambo Development Agency SOC LTD invites registered, qualified and experienced Bidders to submit detailed quotations for the UPGRADE OF 18 MICROSOFT OFFICE 2019 USER LICENSES

Description of goods and/or Services	QTY
<ul style="list-style-type: none">MICROSOFT OFFICE PROFESSIONAL PLUS 2019 Sngl OLP1 LICENSE NoLEVELVOLUME LICENSE	18


Note: Quotation must include a detailed breakdown of all costs involved in the provision of the goods/service.

Terms and conditions:

- Quotations will be evaluated according to the 80/20 point system in compliance with Preferential Procurement Policy Framework Act.
- The quotation should include company registration number, tax reference number, valid tax clearance certificate, certified copy of ID document, vat registration no, quotation validity period, delivery period, signature and MDB 4 Document. **FAILURE TO SUPPLY ALL THE ABOVE REQUESTED INFORMATION WILL RENDER YOUR QUOTE INVALID / NON RESPONSIVE AND WILL RESULT IN AUTOMATIC DISQUALIFICATION.**
- Ntinga O.R. Tambo Development Agency Supply Chain Management Policy will apply available for download www.ntinga.org.za
- Ntinga O.R. Tambo Development Agency does not bind itself to accept the lowest price quotation or any other quotation and reserves the right to award the whole or part of the quotation.
- Original or certified copy of Broad Based Black Economic Empowerment Certification should be attached if not attached your quotation will score zero for preference points.

Quotations clearly marked "RFQ 06/08/2019 MICROSOFT LICENSE" may be emailed to rfq@ntinga.org.za or may be deposited in a Bid Box located outside Ntinga Reception. Address: Old Government Printers, No.05 Textile Road, Southernwood, Mthatha 5099. Late quotations will not be considered. **Closing Date: Thursday, 05 September 2019 at 12:00. For enquiries please contact Ms Nondumiso Majokweni at 047 495 0555 (office hours) or by email at nondumisom@ntinga.org.za**

Approved by;


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L. Mbiko- Chief Financial Officer

27 August 2019
Date

Ntinga O.R. Tambo Development Agency SOC Ltd: A Municipal Entity of the O.R. Tambo District Municipality (Reg. 2016/272582/30)
Directors: Mr. S.E. Mase (Chairperson); Prof. L.Y. Majova-Songca; Ms. U.N. Mkize; Mr. M.Msiwa; Dr. L.L. Ndabeni; Ms. N.S.N. Bam; Dr. N.T. Ndudane;
Ms. N.D.A. Ngewu; Mr. M.M. Pupuma; Mr. P. Pongwana (CEO)
Company Secretary: Ms. N. Mningiswa