



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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Marshalltown  
2107

Tel +27(0) 11 688 7850  
Fax +27(0) 11 688 7899

[www.jda.co.za](http://www.jda.co.za)

12 October 2007

Dear Sir / Madam

## REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS

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

5 X HP DC770 Desktop  
6 X HP NX7400 Notebooks  
4 X HP Laserjet 1022n

1. All products HP
2. Windows XP preloaded
3. Laptop bags and extra power packs
4. LCD monitors for desktops
5. 3 year warranties

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The quotation must be submitted on the letterhead of your business and can either be faxed or delivered by hand not later than 23<sup>rd</sup> October 2007 to: No.3 President Street, The Bus Factory, Newtown, JHB 2000

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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



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Directors

S. Nkosi (Chairperson) L. Bethlehem (CEO) R. Moola N. Fraser S. Sengani  
A. Roriston L. Mathape V. Mokwena J. Vilakazi L. Vuthula  
M. Maliehe (Company Secretary)  
Registration Number: 2001/005101/07

Clearance Certificate, Declaration of Interest and the BEE Forms are enclosed 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 state<sup>i</sup>**

Failure to comply with these conditions may invalidate your offer.

Yours faithfully

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**Bekezela Mhlanga**  
IT & Systems Specialist

**Johannesburg Development Agency**

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**An Agency of the City Of Johannesburg**  
[Disclaimer](#)

<sup>i</sup> \* 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.

DELIVERY ADDRESS:

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No.3 President Street  
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JHB,2000



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