



**INVITATION TO TENDER
BID NO (02/2018)**

The Free State Legislature seeks to invite your company to bid for the supplying of 5x copier machines on rental at the Southern Life Plaza Building for a period of 36 months.

BID NO	<ul style="list-style-type: none"> 02/2018
DESCRIPTION	<ul style="list-style-type: none"> 2X Color Multifunctional Machine 3X B/W Multifunctional Machine
Specifications	<ul style="list-style-type: none"> See attachment (FSL website or government tender bulletin)
Requirements	<ul style="list-style-type: none"> Valid BBBEE certificate (80/20 Preference Points System to be used for awarding tender) SBD4 Tax Clearance Supplier Accreditation Forms
Delivery	<ul style="list-style-type: none"> 41 Charlotte Maxeke 5th Floor, North Wing, Southern Life Plaza, Bloemfontein 9301.
Enquiries	<ul style="list-style-type: none"> Mrs. Mampho Tsabalira 051 407 1265 MamphoT@fsl.gov.za
Closing date	<ul style="list-style-type: none"> 29 October 2018 16H30

NB: Pricing should indicate the following:

Supplier	Rental of 2x Color Copier machines per month	Service fee per copy of color machine	Rental of 3x B/W copier machines per month	Service fee per copy of B/W machine	Percentage of escalation of price per year for 3 years	Monthly billing of each machine	Total amount
Your quotation must have the name of your company and be signed.	State the rental of each machine per month.	State the service fee of A3, A4, A5, A6, B4, B5 and B6 pages.	State the rental of each machine per month.	State the service fee of A3, A4, A5, A6, B4, B5 and B6 pages.	State if your rental and service fee will increase in a period of 3 years.	State if your machines have a minimum billing except for the rental and service fees.	Total amount of machines combined.