

**REQUEST FOR QUOTATION**

**DATE OF ISSUE: 12 JUNE 2025**

Quotations are hereby requested from suppliers to kindly furnish us with a quotation for Laptop.

Quantity	Description
1	<b>Equivalent to HP EliteBook 640 G9 Notebook</b>  1 TB SSD; 16 GB Memory; Intel core ultra 7 processor (i7); 14-inch screen display Windows 11 Pro 64; sim slot, 3 year warranty Onsite.

NB:

Date submitted 08/07/2025

The closing date for the submission of quotations is 17/07/2025 no later than 12h00

**Suppliers must take note of the following:**

- A preferred supplier will complete SBD 4
- SBD 6.1 MUST be used by all service providers to claim points.
- provide all the required information as stated in the Bid Document.
- Be registered in the National Treasury Central Supplier Database
- If a supplier is not a VAT vendor, VAT must not be included, otherwise all the prices must include VAT.

**Evaluation criteria**

**Board Members: Mr M. Gobingca (Chairperson), Dr M. Mboto, Ms N. N. Nongogo, Mr W. Manthe CA (SA), Mrs P. Tshwete, CEO: Dr N. Makala (D. Admin)**

10 Beacon Bay Crossing, Bonza Bay Road, Beacon Bay, East London, 5247, P.O. Box 15147, Beacon Bay, 5205, Tel: +27 (0)43 700 0900  
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The evaluation criteria will use 80/20 Principles, where the points are formed by Price and the Specific Goals, Price is 80 points, and the Specific goals is 20 points. NB: SBD 6.1 must be used in order to claim points. Additional information i.e., Medical Certificate, CSD information based on ownership of the enterprise and other related information of ownership submitted will be an added advantage. However, additional relevant information may be requested for further verification in the evaluation process.

Table : Specific Goals

Specific Goals are broken down as follows

Specific goal category	Allocation of Points 20
<b>Black Ownership: Enterprise Owned by Black Persons i.e., Africans, Coloured, Indians, and Others as defined by the Constitution of South Africa</b>	
▪ 51% or more Black owned enterprises	8
▪ 50% - 10% Black ownership	4
▪ Less than 10% Black ownership	0
<b>Women Ownership</b>	
▪ 51% or more Women Ownership	3
▪ 50%- 10% Women Ownership	1.5
▪ Less than 10% Women Ownership	0
<b>Youth ownership</b>	
▪ 51% or more Youth ownership	3
▪ 50%- 10% Youth ownership	1.5
▪ Less than 10% Youth ownership	0
<b>Disability</b>	
▪ 51% or more Disability ownership	1
▪ 50%- 10% Disability ownership	1
▪ Less than 10 % Disability ownership	0
<b>Criteria</b>	<b>Points Available</b>
<b>Locality</b>	
Bid Price	80
(Enterprise located in the Eastern Cape Province or Enterprise located in the area where goods are required)	2
Specific Goals	20
<b>SMME/ EME</b>	
SMME constitutes turnover less than 50 million per annum. EME an enterprise that has an enterprise that has a turnover of no more than 10 million per Annum.	2
<b>Total</b>	<b>100</b>

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<b>Total</b>	<b>20</b>

### POPIA Act Disclaimer

- By providing a quote or bid and/or related documentation to the Eastern Cape Liquor Board, the bidder/quoter consents to the processing of its Personal Information, as defined in the Protection of Personal Information Act 4 of 2013 and any other applicable data protection legislation, for the purposes of the procurement purpose, including but not limited to the evaluation, adjudication and appointment of a successful bidder/quoter. The submitted information may also be utilised for any audit and/or legislative reporting purposes.
- Where applicable, the bidder/quoter warrants that it has obtained the necessary consent to process any personal information of its employees and/or any third parties whose personal information is provided for the bid /quotation. In addition, the bidder/quoter consents that Eastern Cape Liquor Board to
  - - verify any personal information with the National Treasury CSD website, including verification of references;
  - - verify any other regulatory/ industry or any accredited/certification bodies.
- At any stage should the bidder/quoter wish to withdraw its consent as detailed hereabove , it must do so in writing and address such notification to the Senior Manager of Corporate Services. The personal information collected for the purpose of this bid/quotation will be retained for the time period after the finalisation of the procurement process in accordance with the Eastern Cape Liquor Board Records Retention Policy

### Enquiries should be directed to:

**Mrs Xoliswa Masakane**

**Email:** [xoliswa.masakane@eclb.co.za](mailto:xoliswa.masakane@eclb.co.za)

**Tel no. 043 492 0473**

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