

## MAKHADO MUNICIPALITY

### TENDER: 59 OF 2017

#### SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF RENTAL PHOTOCOPIERS FOR THE PERIOD OF THREE YEARS

Makhado Municipality hereby invites companies with a track record in providing photocopier services to bid for photocopier tender of leasing (paying per use) of photocopiers for the municipality for the period of 36 months. Bidders are requested to bid as per specification attached to the bid documents that will be obtainable on **18 July 2017** at the Room No. B045/B043, Ground Floor, Civic Centre, 83 Krogh Street upon payment of a non-refundable amount of **R500.00**.

A **compulsory briefing session** will be held on **Friday 21 July 2017** at **11:00** at Council Chamber, Ground Floor, Civic Centre, 83 Krogh Street, Makhado.

Completed bid documents signed by a duly authorized person, sealed in an envelope clearly marked "*Tender No: 59 of 2017 Supply, Delivery, Installation And Commissioning Of Rental Photocopiers For The Period Of Three Years* " must reach the undersigned by depositing it into the tender box at the foyer of the main entrance to the Civic Centre by not later than **12:00 on Friday, 04 August 2017** when all tenders received will be opened in public in the Executive Committee Chamber, First Floor, Civic Centre, No. 83 Krogh Street, Makhado.

Adjudication will be in accordance with the Municipal Supply Chain Management Regulations 2005, Municipal Supply Chain Management Policy, The Preferential Procurement Policy Framework Act, 2000 and its Regulations based on the **80/20** Preference point system.

The Municipality is not bound to accept the lowest or any bid and reserves the right to accept any part of a bid. Bids must remain valid for a period of ninety (90) days after closing date of submission thereof.

Bids which are late, incomplete, unsigned or submitted in pencil or by telegraph or facsimile or electronically by e-mail, or not having the following documents attached for evaluation or not complying with the tender specifications, will not be evaluated and will be disqualified:

1. Valid Tax Clearance Certificate with Pin issued
2. Copy of Company Registration Certificate.
3. Certified copy/copies of Company Owner(s) ID Book(s).
4. Certified copy of BBBEE Certificate or Affidavit ( For Preferential points)
5. Proof of payment of Municipal Accounts, Services or Statement/ Formal lease agreement / Letter from the Traditional Authority
6. Copy of Central Supplier Database Registration
7. No 3<sup>rd</sup> party to finance rental – direct agreement between Municipality and successful bidder

All technical enquiries can be directed to the Mr S P Harri at Tel no 015 519 3070, while procurement enquiries can be directed to Mr Mathivha N.A at Tel no (015) 519 3044

Civic Centre  
83 Krogh Street  
MAKHADO  
0920

MR M J KANWENDO  
ACTING MUNICIPAL MANAGER

File No: 8/3/2/1500  
Notice No: 164 of 2017