



## TENDER INVITATION

Bid Number	Description	Evaluation Criteria	Tender Document Price (Non-refundable)	Compulsory Briefing Session	Contact person (Technical Enquiries)	Closing date and time
SCM/MOH/08/2021	Provision of 3 Multifunctional Printers for period of 3 years	80/20 <b>Functionality:</b> Details in the document	R 1 000-00	<b>14 September 2021</b>  Zastron Town Hall (11:00 am)	Mr. K Rampheng  061 021 0237	<b>01 October 2021</b>  Zastron Town Hall (Hoofd Street) 14h00
SCM/MOH/09/2021	Insurance for 3 years	80/20 <b>Functionality:</b> Details in the document	R 1 000-00	<b>14 September 2021</b>  Zastron Town Hall (14:00 pm)	Mr. L Sebatane  065 914 1596	<b>01 October 2021</b>  Zastron Town Hall (Hoofd Street) 14h00

<b>PAYMENTS CANNOT BE MADE AT THE SUPPLY CHAIN MANAGEMENT OFFICE BUT CAN BE MADE AT THE FOLLOWING PAYPOINTS</b> <ul style="list-style-type: none"> <li>Zastron Offices Hoofd Street Zastron 9950</li> </ul>	<b>ALTERNATIVELY, DIRECT OR ELECTRONIC DEPOSITS TO THE MUNICIPAL BANK ACCOUNT:</b> <b>FNB Bank</b> , Account no: 53593549308, <b>BRANCH CODE:</b> 210 120, <b>REF: APPLICABLE SCM NUMBER</b>
<b>AVAILABILITY OF DOCUMENTS:</b> will be available at Municipal Head Office	<b>ALL BID DOCUMENTS TO BE COLLECTED AND SUBMITTED AT</b> Mohokare Local Municipality, Zastron Offices

### MINIMUM REQUIREMENTS:

- Valid original tax clearance certificate must be attached
- In the case of a JV, valid and original tax clearance of all parties must be attached.
- Certified copies of Company Registration Certificate reflecting names and identity numbers of active shareholding must be attached, except for sole traders and partnerships
- In the case of a JV certified copies of Company Registration Certificates reflecting names and identity numbers of active shareholding of all parties must be attached.
- In case of a JV a copy of a JV agreement.
- Municipal rates and taxes certificate not older than 90 days or a lease agreement showing who is liable for municipal rates between the lessor or lessee (if the lessee is responsible for municipal rates, municipal rates and taxes certificates not older than 90 days).
- In the case of a JV municipal rates and taxes certificates not older than 30 days or lease agreement showing who is liable for municipal rates between the lessor or lessee (if the lessee

is responsible for municipal rates, municipal rates and taxes certificates not older than 90 days) of all parties must be attached.

8. All supplementary/compulsory forms contained in the bid document must be completed and signed in full.
9. All bidders must be registered in the suppliers' database of the Municipality or submit the forms before closure date.
10. Other requirements are listed in the tender documents.

**PLEASE NOTE:**

1. **Section 217** of the Constitution of the Republic of South Africa requires an organ of state to contract for goods or services in accordance with a system which is fair, equitable, transparent, competitive and cost effective.
2. No bid(s) will be accepted from a person who is in the service of the state.
3. The following shall not be considered: - (i) Tenders received after the closing date and time determined here-in. (ii) Tenders of which the envelopes have not been duly marked for identification. (iii) Telegraphic, faxed and telephonic tenders or those completed in pencil.
4. The lowest bid/proposal will not necessarily be accepted and the Municipality reserves the right to accept where applicable a part or portion of any bid or where possible accept bids or proposals from multiple bidders OR the Municipality does not bind itself to accept the lowest or any tender and it reserves the right to accept any tender wholly or partially.
5. **Municipal Supply Chain Management Policy and Preferential Procurement Framework Act no 5 of 2000** and its **Regulations** will be applied (bidders(s) who fails to submit an original or certified copy of a BBBEE certificate will forfeit BBBEE points).
6. In the case where the bid valid period is not indicated in the bid document the bid validity period shall be **120 days** form the closing date of the bid. The municipality will only communicate the outcome of the bid with the successful bidder.

**ADDITIONAL NOTES:**

All bids should be deposited in the tender box at the Mohokare Local Offices, Hoofd Street, Zastron by not later than 14:00 of the closing date stated above. The envelope must be **CLEARLY MARKED** applicable SCM number: Advert description

Tenders listed in the National Treasury's Register of Defaulters will be automatically disqualified.

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**Mr. Selby Selepe**  
**Municipal Manager**  
**01/09/2021**