

FEZILE DABI DISTRICT MUNICIPALITY



Fezile Dabi

District Municipality

BID NO. SCM/BID: 001/2022– 23.

NOTICE NO: 001/2022-23.

ADVERT: PROCUREMENT OF A SERVICE PROVIDER TO SUPPLY, INSTALLATION, MAINTENANCE AND LEASE OF TEN (10) MULTIFUNCTION PRINTING MACHINES FOR A PERIOD OF THIRTY SIX (36) MONTHS.

Fezile Dabi District Municipality hereby invites bidders to bid for the supply, installation, maintenance and lease of ten (10) multifunction printing machine for a period of thirty six (36) months.

Requirements:

- Letter of good standing – obtainable from the department of Labour.
- Bid document will be obtainable as from **05 August 2022** from supply chain Management unit, Fezile Dabi District Municipality offices upon payment of **R250.00** non-refundable fee (cash or direct deposit with a proof of deposit).

Functionality	Points:
Part A: Experience	30
Part B: Capacity and resources relevant to scope of work (i) Vehicles (20) (ii) Technicians (25)	45
Part C: Financial viability	25
POINTS	100

NB: Bidders should obtain at least 80% for functionality/threshold to be further evaluated

- Sealed Bids should clearly indicate: **Advert of Supply, Installation, Maintenance and lease of ten (10) multifunction printing machine for a period of thirty six (36) months:**
Bid No. SCM/BID 001/2022-23.

Enquiries: Corporate Support Services / SCM Unit
Mrs Masesi Sithole
Mr Thabiso Puso / Mrs M Moeketsi
016 970 8748/8706 / 016 970 8600 - 8709

Please note:

1. **No bid will be accepted from persons in the service of the state.**
2. **Valid company tax clearance certificate must be attached/pin number**
3. **Copy of the company registration certificate/founding certificate must be attached**
4. **Valid B-BBEE certificate be attached**
5. **Municipal rates & taxes information in the bid document must be duly completed by your Local Municipality or your Landlord stamp or lease agreement with landlord municipal rates and taxes or affidavit with landlord municipality rates and taxes.**
6. **All compulsory/supplementary forms contained in the bid documents must be completed and signed (MBD 1, 4, 6, 8 & 9 amongst others)**
7. No telegraphic, telefax and late Bids will be accepted.
8. Municipality is not bound to accept the lowest Bid.
9. Municipal Supply chain management policy and Preferential Procurement policy Framework Act No 5 of 2000 (80/20 preferential points allocation system) will be applied.
10. Failure to comply with the above mentioned conditions may invalidate your bid.
11. Bids will remain valid for 90 days.
12. **Preference will be given to Respondents based on their BBBEE status.**
13. **All bidders must ensure that they are registered on the National Treasury Central Supplier Database via the following link: business.support@csd.gov.za. Since no business will be conducted with any bidder who is not registered on the database.**
14. Closing date **22 August 2022 at 12:00**

Ms. LINDI MOLIBELI
MUNICIPAL MANAGER