

**FORMAL TENDER**

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| **TENDER NUMBER** | **GRDM/07/19-20** |
| **TENDERS ARE HEREBY INVITED FOR:**  | **SUPPLY AND DELIVERY OF ICT HARDWARE & SOFTWARE** |
| **ADVERTISEMENTS**:  | NEWSPAPERS; MUNICIPAL NOTICE BOARDS; MUNICIPAL WEBSITE & E-PUBLICATION |
| **PUBLISHED DATE** | **29 AUGUST 2019** | **CLOSING DATE** | **04 OCTOBER 2019** |
| **CLOSING TIME** | No later than **11:00 am,** tenders will be opened immediately thereafter, in public at the Garden Route District Municipality Head Office, 54 York Street, George. |
| **AVAILABILITY OF TENDER DOCUMENTS:** |
| Tender documents are obtainable from **Miss Sandisa Gologolo** during office hours (Mondays to Thursday 08:00 - 16:30 and Fridays 08:00 - 13:30) **Tel:** (044) 803 1313; E-mail: **sandisa@gardenroute.gov.za** | Printed copies of the tender can be obtained at a non-refundable fee, payable to a cashier at Garden Route District Municipality's Supply Chain Management Unit, Ground Floor, 54 York Street, George or by downloading documents free-of-charge from the Garden Route District Municipality website at **www.gardenroute.gov.za** |
| **DATE AVAILABLE:** | **29 AUGUST 2019** | **NON - REFUNDABLE FEE:** | **R 200.00** |
| **TENDER SUBMISSION RULES:** |
| **Important notes*** Tenders are to be completed in accordance with the conditions and tender rules stipulated in the tender document.
* Tender and supporting documents must be delivered in an envelope, clearly marked " **GRDM/07/19-20: SUPPLY AND DELIVERY OF ICT HARDWARE & SOFTWARE** " at the Garden Route District Municipality's Head Office, 54 York Street, George
* Tenders may only be submitted on the tender document issued by the Municipality
* Requirements for sealing, addressing, delivery, opening and assessment of tenders, are stated in the tender document.
* **A valid Tax Clearance Status Pin (TCS) and MAAA Number must be submitted with the tender document, failure to submit the required documents your bid will be disqualified.**
* VAT must be included in all prices (VAT vendor must be registered).
* **Late tenders, tenders per fax or e-mail will not be accepted.**
* Tenders couriered to be delivered to the Municipality will only be accepted if received within the stipulated closing time.
* Council reserves the right to accept any bid proposal in full or part thereof.
* Council will only award tenders to service providers who are registered on the Central Supplier Database (CSD). Visit **https://secure.csd.gov.za** if you have not registered on CSD.
* Tenders will only be considered in accordance with the bid requirements.
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| **Tenders will be evaluated and adjudicated in terms of the Preferential Procurement Policy Framework Act (Act 5 of 2000) Regulations 2017 and the Eden District Municipality Supply Chain Management Policy, where 80 points will be allocated in respect of price and 20 points in respect of BBBEE.** |

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| **BRIEFING SESSION:** | **NONE**  | **PREFERENTIAL PROCUREMENT REGULATIONS, 2017 - LOCAL CONTENT REQUIREMENT** | **NONE** |
| **CLARITY ON BIDDING PROCEDURES MAY BE DIRECTED TO:** | **MISS SANDISA GOLOGOLO; TEL: (044) 803 1313** **E-MAIL:** **SANDISA@GARDENROUTE.GOV.ZA** |
| **CLARITY ON TECHNICAL INFORMATION MAY BE DIRECTED TO:**  | **MR RHYN ALBERTS; CELL: (044) 803 1319** **E-MAIL:** **RHYN@GARDENROUTE.GOV.ZA** |
| **NOTICE NO.** | **104/2019** |
| **AUTHORISED BY:** |  **MUNICIPAL MANAGER: MG STRATU** **GARDEN ROUTE DISTRICT MUNICIPALITY** |