

# TENDER / NOTICE



Garden Route District Municipality, the leading, enabling and inclusive district, characterised by equitable and sustainable development, high quality of life and equal opportunities for all.

## FORMAL TENDERS

TENDER NUMBER		GRDM/15/22-23	
TENDERS ARE HEREBY INVITED FOR:		APPOINTMENT OF A TRAVEL AGENT FOR GARDEN ROUTE DISTRICT MUNICIPALITY FOR A PERIOD OF THREE YEARS	
PERIOD		THREE YEARS	
ADVERTISEMENTS:	NEWSPAPERS; MUNICIPAL NOTICE BOARDS; MUNICIPAL WEBSITE & E-PUBLICATION		
PUBLISHED DATE	16 FEBRUARY 2023	CLOSING DATE	14 MARCH 2023
CLOSING TIME	No later than <b>11:00 am</b> , tenders will be opened immediately thereafter, in public at the Garden Route District Municipality Head Office, 54 York Street, George.		
<b>AVAILABILITY OF TENDER DOCUMENTS:</b>			
Tender documents are obtainable from <b>Ms Sandisa Gologolo</b> during office hours (Mondays to Thursday 08:00 - 16:30 and Fridays 08:00 - 13:30) <b>Tel:</b> (044) 803 1313; E-mail: <a href="mailto:sandisa@gardenroute.gov.za">sandisa@gardenroute.gov.za</a>		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 <a href="http://www.gardenroute.gov.za">www.gardenroute.gov.za</a>	
DATE AVAILABLE:	16 FEBRUARY 2023	NON - REFUNDABLE FEE:	R 200.00
<b>TENDER SUBMISSION RULES:</b>			
<b>Important notes</b> <ul style="list-style-type: none"><li>Tenders are to be completed in accordance with the conditions and tender rules stipulated in the tender document.</li><li>Tender and supporting documents must be delivered in an envelope, clearly marked " <b>APPOINTMENT OF A TRAVEL AGENT FOR GARDEN ROUTE DISTRICT MUNICIPALITY FOR A PERIOD OF THREE YEARS</b> " at the Garden Route District Municipality's Head Office, 54 York Street, George</li><li>Tenders may only be submitted on the tender document issued by the Municipality</li><li>Requirements for sealing, addressing, delivery, opening and assessment of tenders, are stated in the tender document.</li><li><b>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.</b></li><li>VAT must be included in all prices (VAT vendor must be registered).</li><li><b>Late tenders, tenders per fax or e-mail will not be accepted.</b></li><li>Tenders couriered to be delivered to the Municipality will only be accepted if received within the stipulated closing time.</li><li>Council reserves the right to accept any bid proposal in full or part thereof.</li><li>Council will only award tenders to service providers who are registered on the Central Supplier Database (CSD). Visit <a href="https://secure.csd.gov.za">https://secure.csd.gov.za</a> if you have not registered on CSD.</li><li>Tenders will only be considered in accordance with the bid requirements.</li></ul>			
<b>Tenders will be evaluated and adjudicated in terms of the Preferential Procurement Policy of Council based on the Preferential Procurement Regulations of 2022 and the Garden Route District Municipality Supply Chain Management Policy, where 80 points will be allocated in respect of price and 20 points in respect of BBBEE.</b>			
BRIEFING SESSION:	NONE		
CLARITY ON BIDDING PROCEDURES MAY BE DIRECTED TO:	MS SANDISA GOLOGOLO; TEL: (044) 803 1313 E-MAIL: <a href="mailto:SANDISA@GARDENROUTE.GOV.ZA">SANDISA@GARDENROUTE.GOV.ZA</a>		
CLARITY ON TECHNICAL INFORMATION MAY BE DIRECTED TO:	MS LAUREN JAMES; TEL: (044) 803 1442 E-MAIL: <a href="mailto:LAUREN@GARDENROUTE.GOV.ZA">LAUREN@GARDENROUTE.GOV.ZA</a>		
NOTICE NO.	11/2023		
AUTHORISED BY:	MUNICIPAL MANAGER: MG STRATU GARDEN ROUTE DISTRICT MUNICIPALITY		