



DANNHAUSER MUNICIPALITY

INVITATION TO TENDER - TENDER No: 21/10/2021

DESCRIPTION: SUPPLY WITH OFFICE 365 LICENCE ENTERPRISE 3 FOR 70 USERS FOR THE PERIOD OF 36 MONTHS

Dannhauser Municipality hereby invites all qualified Service providers to tender for Tender No. 21/10/2021 for **SUPPLY WITH OFFICE 365 LICENCE ENTERPRISE 3 FOR 70 USERS FOR THE PERIOD OF 36 MONTHS.**

This bid will be evaluated in terms of the 80/20 preferential point system as prescribed in the Preferential Procurement Policy Framework Act (No 5 of 2000) (No 5 of 2000 Amended in 2017). Original Certified BBBEE certificate must be submitted.

In terms of section 13 of the municipal Supply Chain management Policy and the official tender procedures, the Municipality will reject all tenders that do not comply with the following conditions.

Conditions

- Bidders must be registered on the Central Supplier Database and proof of registration must be submitted.
- Price(s) quoted must be valid for at least ninety (90) days after the bid closing date.
- Price(s) quoted must be firm and inclusive of VAT
- Bidders must include Tax Compliance Certificate (SARS Pin).
- This bid is subject to the general conditions of contract (GCC) and if applicable, any other specific conditions of contract.
- Bidders must complete MBD 4, MBD 6.1, MBD 8 and MBD 9 must be scrutinized, completed and submitted together with the proposal (MBD forms are available from SCM office & from the website www.dannhauser.gov.za under business, SCM & downloads section) .
- Detailed breakdown of fees and No hidden cost will be considered.
- CIPC Registration certificate "CK"
- Current municipal rates account
- No bids will be considered from persons in the service of the state.
- Bidders must fill in the tender register stating the date and time of when they submitted their tender, available at the tender box.
- The Municipality reserves the right to withdraw any invitation to tenders and/or to re-advertise or to reject any tender or to accept a part of it.
- The Municipality does not bind itself to accepting the lowest tender or award a contract to the bidder scoring the highest number of points.

EVALUATION CRITERIA

Only bidders who quoted correctly and according to the Specification/General description will be considered for the final stage which is Pricing (80/20).

Tenders must be submitted in a sealed envelope; clearly marked "**TENDER NO: 21/10/2021 SUPPLY WITH OFFICE 365 LICENCE ENTERPRISE 3 FOR 70 USERS FOR THE PERIOD OF 36 MONTHS.**" and must be deposited into the tender box situated at the reception area or security room of Dannhauser Municipal offices. Tenders should be received no later than **12H00 on 2 DECEMBER 2021**, where after bids will be opened in public. **Late, emailed or faxed bids will not be accepted.**

Any enquiries with regards to the above may be directed to **Mr. Bheka Khanyile, bhekak@dannhauser.gov.za** at 08 Church Street or telephonically on 034- 621 2666 Ext. 0741 during working hours, between 07H30 and 16H00 with lunch interval from 13H00 to 13H30, Monday to Friday.

**WB NKOSI
MUNICIPAL MANAGER**

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