



# NGWATHE LOCAL MUNICIPALITY

## TENDER NOTICE AND INVITATION TO TENDER

Suitable service providers are hereby invited to submit proposal on the following:

BID NUMBER	BID DESCRIPTION	COMPULSORY INFORMATION SESSION DATE & VENUE	EVALUATION CRITERIA	CONTACT PERSON	CLOSING DATE & TIME
NLM:COR/PR 01/2025	<b>APPOINTMENT OF A SERVICE PROVIDER FOR LEASING OF PRINTING/ PHOTOCOPY MACHINES FOR A PERIOD OF 3 YEARS</b>	<b>Non- Refundable Fee</b> R1 500 .00	80/20  80 Points – Price 20 Points – BBBEE  Functionality included in the bid document	Mr. BZM Nyembe ICT Manager Contact (0)56 816 2700 <b>Email:</b> <a href="mailto:0720868910bzm@gmail.com">0720868910bzm@gmail.com</a>  <b>For SCM Enquiries</b> Mr. R Malamule Supply Chain Manager Contact 0568162700 Email: richardm@ngwathe.co.za	18 February 2025 (Tuesday) @ 12H00  <b>Tender Box Parys Municipal offices</b>
NLM: FIN 12/11/24  (Re-advertisement)	<b>APPOINTMENT OF A SERVICE PROVIDER FOR ELECTRONIC CONVENTIONAL METER READING FOR PERIOD OF 3 YEARS</b>	<b>Non – Refundable Fee</b> <b>R 1 500.00</b>	80/20  80 Points – Price 20 Points – BBBEE  Functionality included in the bid document	Stephen Letshaba Acting Assistant Manager ☎:(0)56 816 2700 letshabas@ngwathe.co.za  <b>For SCM Enquiries</b> Mr. R Malamule Supply Chain Manager Contact (0)56 816 2700 Email: richardm@ngwathe.co.za	18 February 2025 (Tuesday) @ 12H00  <b>Tender Box Parys Municipal offices</b>  <b>(Those who previously submitted may re- submit)</b>

<b>PAYMENTS CANNOT BE MADE AT SUPPLY CHAIN MANAGEMENT OFFICE BUT CAN BE MADE AT THE FOLLOWING MUNICIPAL PAY POINTS:</b> <ul style="list-style-type: none"> <li>- PARYS FINANCE DEPARTMENT (TOWNHALL)</li> <li>- VREDEFORT MUNICIPAL OFFICES</li> <li>- EDENVILLE MUNICIPAL OFFICES</li> <li>- KOPPIES MUNICIPAL OFFICES</li> <li>- HEILBRON MUNICIPAL OFFICES</li> </ul>	<b>ALTERNATIVELY, DIRECT OR ELECTRONIC DEPOSITS CAN BE MADE TO THE NLM BANK ACCOUNT:</b>  <b>ABSA, ACCOUNT NO: 000004052707733</b> <b>BRANCH CODE: 632005</b> <b>REF NO: YOUR BID NUMBER AND BIDDERS NAME</b>
<b>Availability of Bids Documents: ( Thursday 23 January 2025)</b>	<b>Bid documents to be collected and submitted at: Supply Chain Management Unit and Municipal Tender Box, Ngwathe Local Municipality offices, Liebenberg Street, Crescent, Parys, 9585.</b>

The documents will be available on Ngwathe Local Municipality office at SCM Offices or through email after the municipality receives the proof of payment, which must be sent through to SCM on the provided email above.

A copy of the above bid is available at the SCM Offices at a **non-refundable amount** as stipulated on the above column; payable by cash at the municipal cashier point or by direct deposit with a proof of deposit thereof being provided)

The bid number to be used as reference and deposit slip must be submitted as proof of payment on collection of bid document.

**The document may be collected during working hours after 08H30 to 15H30, from (Thursday 23 January 2025), and during weekdays thereafter. The physical address for collection of bid / tender document is the office of Ngwathe Local Municipality, Ground Floor, Cashier's Office, Liebenbergstrek, Parys, 9585.**

Tenders, completed in black ink as prescribe, shall be sealed in an envelope marked with bidder's address, Tender No, Tender Description and be deposited in the TENDER BOX at Ngwathe Local Municipality, Ground Floor, Liebenbergstrek, Parys, 9585.

**Compulsory: Bidder must submit two set of bid documents, (1) hardcopy and (1) scanned copy of the original bid with supporting documents (soft-copy).**

No bid will be accepted from persons in the service of the state.

No telegraphic, telefax and late Bids will be accepted.

Bids will remain valid for 90 days.

Preference will be given to Respondents based on their BBBEE status.

All bidders must ensure that they are registered on the National Treasury Central Supplier Database via the following link: [business.support@csd.gov.za](mailto:business.support@csd.gov.za).

Since no business will be conducted with any bidder who is not registered on the database

**Bidders must take note of the following:**

- Valid company tax clearance certificate be attached
- Certified copy of the company registration certificate / founding certificate must be attached.
- Copy of company profile with clear references.
- Valid B-BBEE verification certificate must be attached.
- Certified CSD registration report/support number.
- Valid letter of good standing (COIDA) must be attached
- Municipal rates & taxes information in the bid document must be duly completed by your Local Municipality or your Landlord.
- All compulsory/ supplementary forms must be fully completed.
- Failure to comply with the above-mentioned conditions may invalidate your bid.
- Municipal rates & taxes information for the organizational directors to be attached or affidavit if not available

Ngwathe Local Municipality fully reserves the right not to accept the lowest tender nor accept the whole or part of the any tender or not to consider any tender that is submitted.

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**Dr F.P Mothamaha**  
**Municipal Manager**

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**Date:**