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Verwysing/Reference 8.1.3.
Navrae/Enquiries Ms B Bezuidenhout

TENDER 09/2020

ELECTRONIC RECORDS MANAGEMENT SYSTEM FOR A PERIOD OF THREE (3) YEARS

Tender documents are available during business hours as of **Monday, 15 June 2020** from the Supply Chain office (Mrs. L Richards) Namakwa District Municipality, Van Riebeeck Street, Springbok or it can be downloaded from the Municipal website www.namakwa-dm.gov.za or it can be downloaded from etender portal

The sealed tenders clearly marked: **TENDER 09/2020 –ELECTRONIC RECORDS MANAGEMENT SYSTEM FOR A PERIOD OF THREE YEARS** must be placed in the tender box at the Namakwa District Municipality office, Van Riebeeck Street, Springbok on or before **30 JUNE 2020 at 10H00**

THE FOLLOWING CONDITIONS WILL APPLY:

- Price(s) quoted must be valid for at least ninety (90) days from the tender closing date.
- Price(s) quoted must be firm and must be inclusive of VAT.
- This quotation will be evaluated in terms of the 80/20 preference point system as prescribed in the Preferential Procurement Regulations 2017. **The original MBD1, MBD3.1, MBD4, MBD6.1, MBD7.1, MBD8 & MBD 9 forms must be completed and submitted together with your tender.**
- **An original or originally certified B-BBEE certificate, or originally certified Sworn Affidavit must be submitted with your tender offer. If it's not original or originally certified it will not be taken into account for preference points.**
- **A valid tax compliance pin number on an official document of SARS in order for the municipality to verify tax compliance, must accompany all tender.**
- The lowest or only tender will not necessarily be accepted.
- **Potential service providers must be registered on the Central Supplier Database.**
- Potential service providers who were found guilty of fraud or corruption or who willfully neglected reneged on or failed to comply with any government, municipal or other public sector contract during the past five years, will be excluded from this process.
- Potential service providers (or any of the directors) whose municipal rates and taxes or municipal services charges are in arrears for three months, at the municipality or any other municipality or entity, might be excluded from this process. **Please submit a municipal account (not older than 3 (three) months) as proof of payment with your tender.**9 If the bidder is not

responsible for municipal rates, a Sworn Affidavit must be submitted which indicate the reasons why a municipal account cannot be submitted and or a Lease Agreement

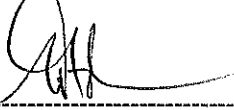
- No late, faxed or e-mailed tenders will be accepted.
- Potential service providers will be subject to security screening.

NB: No tenders will be considered from persons in the service of the state.

Failure to comply with these conditions may invalidate your offer.

The Municipality reserves the right to cancel or withdraw the request for tenders at anytime without prior notice

Yours faithfully



**CJ FORTUIN
MUNICIPAL MANAGER**

12/06/2020

DATE