



**RAYMOND  
MHLABA**  
MUNICIPALITY  
.....  
UMANYANO KUPHULISO

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FORT BEAUFORT | 5720  
P.O. BOX 36 | FORT BEAUFORT | 5720

## **PROJECT NAME: PROCUREMENT OF MICROSOFT LICENSES**

**BID NO: SCMU01/IT/20/21**

Bids are hereby invited for the **PROCUREMENT OF MICROSOFT LICENCES**

The minimum specifications are detailed in the Bid document.

Bid documents will be available from the Budget & Treasury Department upon payment of a **non-refundable** fee of R300 (Three Hundred Rand) for each document (either in cash or by means of a bank guaranteed cheque) made payable to Raymond Mhlaba Municipality. The deposit is to be paid at the **Budget and Treasury Office, Corner of Campbell and Market Street, Fort Beaufort, between 09h30 and 15h00** prior to the collection of the bid documents. The documents will be available on Monday , **10th August 2020**.

**Enquiries should be addressed to: Mr Azile Tsewu – 046 654 7474/073 317 4427**

Completed bid documents are to be placed in a sealed envelope endorsed **“PROCUREMENT OF MICROSOFT LICENSES: BID NO. SCMU01/IT/20/21** and must be deposited in the Bid Box at the **Budget and Treasury Office: Corner of Campbell and Market Street, Fort Beaufort Town Hall, 5720**, not later than **12h00pm on Wednesday, 19th August 2020**, at which time the bids will be opened in public.

### **PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT (PPPFA) POINTS WILL BE AWARDED AS FOLLOWS:**

Price	-	80 points
BBBEE status	-	20 points
<b>TOTAL</b>	-	<b>100 points</b>

### **BIDDERS SHALL TAKE NOTE OF THE FOLLOWING BID CONDITIONS:**

- The Raymond Mhlaba Municipality Supply Chain Management Policy will apply;
- The Raymond Mhlaba Municipality does not bind itself to accept the lowest bid or any other bid and reserves the right to accept the whole or part of the bid;
- Bids which are late, incomplete, not completed in black ink, unsigned or submitted by facsimile or electronically, will not be accepted;
- Bids submitted are to hold good for a period of 90 days.
- Bids that do not meet a minimum of 60 points out of 100 points will not be considered for financial evaluation.
- Bidders must be registered with CSD.
- Bidders must submit their municipal rates and services account.

**Ms U T Malinzi**  
**Municipal Manager**

