



UTHUKELA DISTRICT MUNICIPALITY

LEASE OF PHOTOCOPIER & FAX MACHINES FOR A PERIOD OF (3) THREE YEARS FOR UTHUKELA DISTRICT MUNICIPALITY

TENDER NO. 08/2020-OPL

The uThukela District Municipality seeks professional service providers to provide photocopier & fax machines.

Tender documents will be available from the offices of the Cashier from Monday 16 March 2020 at the uThukela District Municipality, 36 Lyell Street, Ladysmith at a non-refundable cost of R200.00. Any queries in respect of the documentation can be directed to Mr T O'Reilly via email TO'Reilly@uthukela.gov.za and LNgwenya2@uthukela.gov.za

A Compulsory Briefing Session will be held on Wednesday, 25 March 2020 at 11h00, at the uThukela District Municipality, 36 Lyell Street, Ladysmith. Failure to purchase the tender document and/or non-attendance at the Compulsory Briefing Session will render any submission invalid.


Tenders submitted on the official tender document that you have purchased are to be submitted in a sealed envelope, clearly marked

"TENDER NO.08/2020-OPL: LEASE OF PHOTOCOPIER & FAX MACHINES FOR A PERIOD OF (3) THREE YEARS FOR UTHUKELA DISTRICT MUNICIPALITY" must be deposited in the tender box situated on the ground floor of the uThukela District Municipality, 36 Lyell Street, Ladysmith, on or before the closing time of **12h00 on Tuesday, 14 April 2020**, where the tenders will be opened in public. **Late quotations or Tenders received by way of Facsimile or E-Mail will under no circumstances be considered.**

All service providers intending to submit a tender are required to register for inclusion on the District's Service Provider Database. Forms are obtainable from the District's Supply Chain Management Office.

Tenderers shall take note of the following Tender Conditions:

- uThukela District Municipality's procurement policy will apply,
- uThukela District Municipality's does not bind itself to accept the lowest tender or any other tender and reserves the right to accept the whole or part of the tender,
- Tenders submitted are to be valid for a period of 90 days from the closing date for submissions of tenders.
- The Single Envelope System shall apply.
- The 80/20 procurement policy will be utilised, the evaluation is set at 60 points for functionality.


ZN KHUZWAYO
Acting Municipal Manager
uThukela District Municipality