

	CAPE AGULHAS MUNICIPALITY		
	REQUEST FOR TENDERS		
	ADVERTISED ON	MUNICIPAL NOTICE BOARD; MUNICIPAL WEBSITE; NATIONAL TREASURY e-TENDER	
	TENDER NO:	SCM13/2025/26	
Tenders are hereby invited for:	RENTING OF PRINTERS & PHOTOCOPIER MACHINES FOR A PERIOD OF 3 YEARS		
PUBLISHED DATE:	04 July 2025	CLOSING DATE:	08 August 2025
CLOSING TIME:	No later than 12H00. Tenders will be opened immediately thereafter, in public at the Cape Agulhas Municipality, 1 Dirkie Uys Street, Bredasdorp.		
AVAILABILITY OF BID DOCUMENTS:			
Tender documents are available from Me G Koopman at telephone number 028-425-5500 during office hours or email at geraldinek@capeagulhas.gov.za .			
Date Available:	04 July 2025	Non-refundable Fee:	R 0. 00
BID RULES:			
1. Tenders are to be completed in accordance with the conditions and Tender rules contained in the Tender document.			
2. The Tender Document & supporting documents must be placed in a sealed envelope and externally endorsed with: THE TENDER NUMBER; DESCRIPTION & CLOSING DATE OF TENDER.			
3. Tender Documents must be deposited in the Tender Box, at Municipal Offices, 1 Dirkie Uys Street, Bredasdorp or posted to reach the Municipal Manager, Cape Agulhas Municipality, PO Box 51, Bredasdorp, 7280.			
4. Tenders may only be submitted on the Tender documentation issued by the Municipality.			
5. A Tax Compliance status pin as issued by the South African Revenue Service, must be submitted together with the tender			
6. The two-stage bidding process will be followed in evaluating this tender. Firstly, it will be evaluated for functionality and thereafter for price and preference			
7. The Cape Agulhas Municipality does not bind itself to accept the lowest or any tender and reserves the right to accept ant tender, as it may deem expedient.			
8. Tenderers are required to be registered on the Accredited Supplier Database (CSD) from the website https://secure.csd.gov.za			
Tenders shall be evaluated in terms of the Cape Agulhas Municipality Supply Chain Management Policy & Preferential Procurement		Suppliers may claim preference points in terms of the 80/20 . Price: 80 Specific Goals: (20) a) B-BBEE Status Level contributor: 10 b) Locality of Supplier: 10 Total Points: 100	
Site Meeting / Information Session		A compulsory clarification meeting will be held on 15 July 2025 at 10H00, at the Old Nedbank Building Van Riebeeck, Bredasdorp. Bidders that fail to attend the compulsory clarification meeting will be disqualified. A representative may only represent one tenderer at this meeting	
		Validity Period	90 days
ANY ENQUIRES REGARDING TECHNICAL INFORMATION MAY BE DIRECTED TO:		ANY ENQUIRES REGARDING THE QUOTING PROCEDURE MAY BE DIRECTED TO:	
Division	ICT	Division	Supply Chain Management
Contact Person:	Mr Willem Van Zyl	Contact Person:	Ms. G Koopman
Tel:	e-mail Enquires Only	Tel:	e-mail Enquires Only
E-mail:	willemv@capeagulhas.gov.za	E-mail:	geraldinek@capeagulhas.gov.za

H KRÖHN
ACTING MUNICIPAL MANAGER
PO BOX 51
BREDASDORP
7280