



PROVISION OF 300 MICROSOFT OFFICE 365 E3 LICENSES PLAN FOR A PERIOD OF 36 MONTHS.

TENDER NO. 02/2025-ITS

The uThukela District Municipality seeks accredited service provider to provide 300 Microsoft office 365.

Tender documents will be available from the offices of the cashier from 30 May 2025 at the uThukela District Municipality, 36 Lyell Street, Ladysmith at a non-refundable cost of R500.00 or download on E-tenders. Any queries in respect of the documentation can be directed to Mr Langelihle Thwala via email LThwala@uthukela.gov.za

Tenders submitted on the official tender document that you have purchased are to be submitted in a sealed envelope, clearly marked **"TENDER NO.02/2025-ITS : PROVISION OF 300 MICROSOFT OFFICE 365 E3 LICENSES PLAN FOR A PERIOD OF 36 MONTHS** 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 Wednesday 02 July 2025**, where the tenders will be opened in public. **Late quotations or Tenders received by way Facsimile or E-Mail will under no circumstances be considered.**

Only bidders who are registered with National Treasury Central Supplier Database (CSD) will be eligible to bid.

Tenderers shall take note of the following Tender Conditions:

- uThukela District Municipality procurement policy will apply,
- uThukela District Municipality 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 tender will be evaluated on a 80/20 preferential points system as per the following criteria: uThukela District Municipality strive to achieve the specific goals in line with PPPFA regulations 2022.
- A bidder must score a minimum of 70 points in respect of pre-qualification to be considered for the next stage.

LS/HLI

MUNICIPAL MANAGER