



THE LEASING OF MULTIFUNCTION PHOTOCOPIER AND FAX MACHINES FOR A PERIOD OF 36 MONTHS

TENDER NO. 11/2024-OPL

The uThukela District Municipality seeks service provider for the leasing of multifunction photocopier and fax machines.

Tender documents will be available from the offices of the cashier from 27 March 2024 at the uThukela District Municipality, 36 Lyell Street, Ladysmith at a non-refundable cost of R350.00 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.11/2024-OPL: THE LEASING OF MULTIFUNCTION PHOTOCOPIER AND FAX MACHINES 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 30 April 2024**, 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.**

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 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.

MUNICIPAL MANAGER