

TENDER NOTICE & INVITE



GOVAN MBEKI MUNICIPALITY

TENDER NO.:8/3/1-10/2025

Notice No: 74/2025

CLOSING DATE: 25/11/2025 AT 12H00

“PROVISION OF REPROGRAPHIC MACHINES, AND THE REPAIR AND MAINTENANCE OF GOVAN MBEKI MUNICIPALITY’S (GMM) EXISTING REPROGRAPHIC EQUIPMENT FOR A PERIOD OF 36 MONTHS”

In terms of Section 110 of the Municipal Finance Management Act, 2003 (No. 56 of 2003), tenders are hereby invited for the PROVISION OF REPROGRAPHIC MACHINES, AND THE REPAIR AND MAINTENANCE OF GMM’S EXISTING REPROGRAPHIC EQUIPMENT FOR A PERIOD OF 36 MONTHS

Tender documents and specifications are available and will ONLY be sold at a non-refundable fee of R1000.00 from the 23rd of October 2025. Tender documents will be sold at the Cash Point by the Cashier’s.

The closing time for receipt of tenders is **12:00hrs** on **25/11/2025**. No telephonic, e-mail, unmarked, or **late tenders** will under any circumstances be considered and accepted. The tender box will be emptied just after closing time on the closing date. Hereafter, all bids will be public.

NO BRIEFING SESSION WILL BE HELD

Any technical enquiries relating to the tender document may be directed to Ms. DP Shabalala, Manager Admin and Secretariat at (017) 620-6052 and e-mail danisile.m@govanmbeki.gov.za

Any general enquiries relating to the tender document may be directed to Mr. Ntokozo Mabizela: Supply Chain Management section at (017) 620-6112 and e-mail ntokozo.m@govanmbeki.gov.za

Completed tender documents, clearly marked “**Tender No. 8/3/1-10/2025: “PROVISION OF REPROGRAPHIC MACHINES, AND THE REPAIR AND MAINTENANCE OF GMM’S EXISTING REPROGRAPHIC EQUIPMENT FOR A PERIOD OF 36 MONTHS”** with “**NAME of TENDERER**” must be placed in a sealed envelope and placed in the tender box provided by **Govan Mbeki Municipality** the reception area, **Govan Mbeki Municipality, Horwood Street, Secunda, 2302** by no later than 12h00 on **25/10/2025**. The envelope must be endorsed with the number, title, and closing date as indicated above.

“Bidders will be evaluated on the Ability to execute the project in terms MFMA SCM regulation 28 (1)(b)”

A preferential point system shall apply whereby work will be allocated to successful bidders in accordance with the Preferential Procurement Policy Framework Act, Act No. 5 of 2000 and as defined in the Conditions of Tender in the tender document, read in conjunction with the Supply Chain Management Policy of Govan Mbeki Municipality where 80 points will be allocated in respective of price and 20 points for a specific goal on a competitive basis for successful bidders on this tender. Govan Mbeki Municipality Supply Chain Management Policy allocates 20 points to:

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- race (6),
- people with disability (4),
- youth (4),
- woman (4) and
- Implementing reconstruction and development programme (2).

No awards will be made to a person:

- Who is not registered on the Central Supplier Database;
- Who is in the service of the state;
- If that person is not a natural person, of which any director, manager, principal shareholder, or stakeholder is a person in the service of the state; and/or
- Who is an advisor or consultant contracted with the municipality or municipal entity.

The municipality reserves the right to withdraw any invitation to tender and/or to re-advertise or to reject any tender or to accept a part of it. The municipality does not bind itself to accepting the lowest tender or awarding a contract to the bidder scoring the highest number of points.

Bidders that do not hear anything after three (3) months from closing date of this tender, must consider their bids as unsuccessful. No letters will be sent to unsuccessful bidders.

The following documents must be attached as Annexure (Bidders that fail to submit documents indicated as compulsory will be disqualified)

- **Copy/ printed valid Tax compliance status Pin to enable the municipality to verify the bidder's tax compliance status – Compulsory**
- **Copy of Directors or Company Municipal rates accounts not older than three months and in arrears more than three months/90 days or copy of valid Lease Agreement – compulsory**
- **Valid and compliant CSD report - Compulsory**
- **Joint Venture Agreement (In case of a Joint Venture) – Compulsory**
- **Joint Venture CDS report (In case of a Joint Venture) - Compulsory**

G. KUBHEKA
ACTING MUNICIPAL MANAGER
GOVAN MBEKI MUNICIPALITY
Secunda Municipal Building
Horwood Street
SECUNDA
2302