

TENDER INVITATION ADVERT

The Ekurhuleni East TVET College (EEC) is a public institution situated in the Eastern Region of the Ekurhuleni Metropolitan Municipality. The College comprises of five (5) Campuses, one (1) Artisan and Skills Development Centre and a Head Office based in Kwa-Thema. The College Campuses are situated in Benoni, Brakpan, Daveyton, Kwa-Thema and Springs.

Ekurhuleni East TVET College supports effective and efficient service delivery by acquiring goods and services of optimum value through purchasing practices. The Supply Chain Management Policy will be applied in the evaluation and adjudication of tenders.

Prospective service providers are invited to bid for the following available tender:

Tender Number	Tender Description	Bid Document Amount	Compulsory Site Briefing/ Inspection Date, Time and Venue	Closing Date and Time
EEC/T/10/2025	Selection of Service Provider to Supply Licence Renewal of Microsoft Office 365 A5 (3Years)	R 550.00	Type: Microsoft Teams Date: 04 September 2025 Time: 10:00am Request for the link must be sent to the following address: asandam@eec.edu.za	Date: 25 September 2025 Time: 11:00 am

Evaluation Criteria:

- Tenderers will be evaluated on functionality and only tenders who obtain a minimum score of 70 points will be further evaluated on Price and Specific Goals.
- 80/20 Preference point system will be applied to all tenders.

Terms and Conditions:

- All tenders are subject to the terms and conditions contained herein and in the tender documentation. By tendering, the tenderer unequivocally accepts to be bound by such terms and conditions.
- Kindly note that EEC is entitled to amend any tender conditions, validity period, specifications, or extend the closing date of tenders before the closing date. All tenderers to whom the tender documents have been issued will be advised in writing of such amendments in good time.
- EEC also reserves the right to award this tender as a whole or in part without furnishing reasons.
- EEC does not bind itself to accept the lowest or any bids as a whole or in part and price alone is not a determining factor. If you do not hear from the college within 90 days, please consider your bid as unsuccessful.
- EEC reserves the right to cancel the tender, without notice, and at any time prior to the tender closing date contained herein at its sole and unfettered discretion. In the event that EEC cancels the tender, the tenderer should hold harmless and indemnify EEC for any damages suffered, directly or indirectly, as a result of such termination.

Tender Documentation:

- Tender documents will be available from the 4th of Sept 2025 until 10th Sept 2025 from 08:00 to 15:00 on Monday – Thursday and 08:00 to 12:00 on Friday during working days at EEC - Head Office, Sam Ngema Road, KwaThema.
- A non-refundable deposit must be made to the following bank account:

Ekurhuleni East College

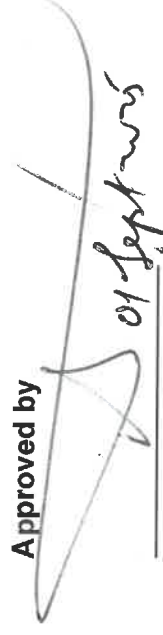
Bank : ABSA
Branch no : 638156
Bank Account No. : 4055633103
Reference : Tendering Company Name

Cheques and cash will not be accepted

Enquiries can be directed to Procurement Department:

fortunem@eec.edu.za
(011) 730 6600

Approved by



Kgosiemang Mosupa
Deputy Principal – Finance