

	BITOU MUNICIPALITY			
	TENDER NOTICE AND INVITATION TO TENDER			
	ADVERTISED ON:		MUNICIPAL NOTICE BOARD; MUNICIPAL WEBSITE, NATIONAL TREASURY e TENDER	
	NOTICE NO:	207/2025	TENDER NO:	SCM/2025/147/FIN
Tenders are hereby invited for:	Supply And Delivery of Multi-Functional Office Paper			
PUBLISHED DATE:	23 May 2025		CLOSING DATE:	27 June 2025
CLOSING TIME	No later than 12H00 . Tenders will be opened immediately thereafter, in public at the Bitou Municipality, Supply Chain Management, Shop 59, 2 nd Floor, Melville's Corner, C/o Main & Marine Drive, Plettenberg Bay			
AVAILABILITY OF TENDER DOCUMENTS:				
Tender Documents will be available electronically free of charge from the following email address: scmtenders@plett.gov.za				
Printed copies of the Tender Documents will be available as from 12h00 and thereafter, on weekdays from 07h30 until 16h30, at Bitou Municipality: Supply -Chain Management, Shop 59, 2nd Floor, Melville's Corner, C/o Main & Marine Drive, Plettenberg Bay, at a non-refundable fee, payable to a cashier at Bitou Municipality Shop 54, 2nd Floor, Melville's Corner, C/o Main & Marine Drive, Plettenberg Bay.			Bitou Municipality is a public recipient and can therefore be selected on the list given by any of the banks. By selecting 'Bitou Municipality', the funds will be diverted to our new account with Standard bank. Proof of payment will be required upon collection of Bid documents. Quotation Number to be used as payment reference with name of payee	
Date Available:	23 May 2025		Non-refundable Fee:	R138.00
TENDER SUBMISSION RULES:				
<ol style="list-style-type: none"> Tenders are to be completed in accordance with the conditions and Tender rules contained in the Tender document. The Tender Document & supporting documents must be placed in a sealed envelope and externally endorsed WITH: THE TENDER NUMBER; DESCRIPTION & CLOSING DATE OF THE TENDER. Tender Documents must be deposited in the Tender Box, at the Supply Chain Management Unit, Bitou Municipality, Shop 59, 2nd Floor, Melville's Corner, C/o Main & Marine Drive, Plettenberg Bay. Tenders may only be submitted on the Tender documentation issued by the Municipality. The Bitou Municipality does not bind itself to accept the lowest or any tender and reserves the right to accept any tender, as it may deem expedient. Tenderers who are not yet registered are required to register on the Municipality's Accredited Supplier Database (CSD). Application forms are obtainable from the website https://secure.csd.gov.za. 				
Tenders shall be evaluated in terms of the Bitou Preferential Procurement Policy, 2022			Suppliers may claim preference points in terms of the 80/20. Price :80 Specific Goals: (20) a) B-BBEE Status Level contributor :10 b) Promotion of Local Area Enterprises :10 Total Points :100	
Preferential Procurement Policy - Local Procurement			N/A	
Preferential Procurement Regulations, 2022- Local Content Requirement			N/A	
Site Meeting/Information Session			N/A	Validity Period 90 Days
ANY ENQUIRIES REGARDING TECHNICAL INFORMATION MAY BE DIRECTED TO:			ANY ENQUIRIES REGARDING THE QUOTING PROCEDURE MAY BE DIRECTED TO:	
Division:	Supply Chain Management		Division:	Supply Chain Management
Contact Person:	Ms AP Melamane		Contact Person:	Ms BL Nteleza
Tel:	044 501 3413		Tel:	e-mail Enquiries Only
E-mail:	amelamane@plett.gov.za		E-mail:	scmtenders@plett.gov.za