



## NKANGALA DISTRICT MUNICIPALITY



# APPOINTMENT OF A SERVICE PROVIDER FOR THE LEASING OF PHOTO-COPIER MACHINES FOR A PERIOD OF 36 MONTHS

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## TENDERING PROCEDURES

#### THE TENDER

##### **Part T1: Tendering Procedures**

- T1.1 Tender notice and invitation to tender
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## APPOINTMENT OF SERVICE PROVIDER FOR THE LEASING OF PHOTO-COPIER MACHINES FOR A PERIOD OF 36 MONTHS

### T1.1 TENDER NOTICE AND INVITATION TO TENDER

Project No.	Project Description	Points	Compulsory Briefing Sessions	Technical Enquiries	Closing Date & Time
N/A	Appointment of a service provider for the leasing of photo-copier machines for a period of 36 months	80/20	Physically at Nkangala District Municipality on <b>Thursday, 12 February 2026</b> at <b>12H00</b>	Mr. NM Motshwene Tel: 013 249 2070 Email: <a href="mailto:motshwenem@nkangaladm.gov.za">motshwenem@nkangaladm.gov.za</a>	<b>09 March 2026</b> <b>@ 12:00</b>

The tender documents will be available as from **10 March 2026** and can be downloaded free of charge from [www.etenders.gov.za](http://www.etenders.gov.za). The following condition of the tender as stipulated on the previous advertisement will still prevail which are summarized as follows:

- A physical Compulsory briefing session will be held as per schedule on the table above.
- Service Providers are requested to contact the Municipality's Anti-fraud and Corruption Hotline Number on 0800 014 816 or go to <https://alert-us.co.za> for known Instances in Relation to the Soliciting of Bribes or Fraudulent Activities with regards to Procurement.

Tenders are to be completed in black ink and completed in accordance with the conditions and rules contained in the tender documents. The Tenders and relevant documents must be sealed in an envelope and externally endorsed with the relevant project and be deposited in the Tender Box, Ground Floor, Nkangala District Municipality, 2A Walter Sisulu Street, Middelburg, Mpumalanga at or before **12h00** on **09 March 2026**. While tenders will not be immediately opened and read in public on the specified closing date, tenderers will however be posted tender prices thereafter. The **Tenders shall remain valid for a period of 90 days from the closing date**. Telegraphic, telephonic, fax, telex e-mail or late tenders will not be accepted.

Tenders will be evaluated in terms of the Supply Chain Management Policy of Nkangala District Municipality. The lowest or any tender will not necessarily be accepted, and Nkangala District Municipality reserves the right not to consider any tender not suitably endorsed or comprehensively completed, as well as the right to accept the tender in whole or part. Suppliers and/ or Service Providers need to be registered on CSD.

Administration Queries may be directed to the Supply Chain Office from Nkangala District Municipality  
013-249-2104/03/07/05

MR M.L MAHLANGU  
MUNICIPAL MANAGER  
NKANGALA DISTRICT MUNICIPALITY