

Address all correspondence to:  
The Municipal Manager  
Kopanong Local Municipality  
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TROMPSBURG  
9913  
E-Mail: [tsotetsiomolemo4@gmail.com](mailto:tsotetsiomolemo4@gmail.com)



## ADVERTISEMENT

Kopanong Local Municipality invites suitably qualified and experienced service providers to submit proposals in terms of Section 18(b) of the Supply Chain Management Policy

| Bid Number        | Description                                                                                                                                                                    | Evaluation Criteria                                                                                                                                                    | Briefing session                                         | Bid Document Price | Contact Person (Enquiries)                                                                                                                                                                                                                                                       | Closing date and Time                                                                    |
|-------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|--------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------|
| KLM/RPM/2025/26   | Rental of Photocopy Machines for a Period of 24 Months.                                                                                                                        | <b>Stage 1:</b> Responsiveness test (Pre-evaluation)<br><b>Stage 2:</b> Functionality<br><b>Stage 3:</b> Preference Points 80 – Price<br><b>Stage 4:</b> Risk Analysis | 09 May 2025 @ 11h00am at Trompsburg Municipal Town Hall. | R 750.00           | <b>Technical Enquiries:</b><br>Mrs. W Sehlunsa on 073 491 5649 or <a href="mailto:wellswehlunsa@gmail.com">wellswehlunsa@gmail.com</a><br><b>Supply Chain Management:</b><br>Mr. LM Moloung on 083 585 8111 <a href="mailto:lmoloungsr@gmail.com">lmoloungsr@gmail.com</a>       | Wednesday, 22 May 2025, at 12h00 PM at 20 Louw Street Trompsburg. Municipal Head Offices |
| KLM/SD/MO/2025/26 | Appointment of a Panel of Service Providers to Supply and Delivery of Equipment, Parts, Goods and Services for Municipal Operations and Maintenance for a period of 36 Months. | <b>Stage 1:</b> Responsiveness test (Pre-evaluation)<br><b>Stage 2:</b> Functionality<br><b>Stage 3:</b> Preference Points 80 – Price<br><b>Stage 4:</b> Risk Analysis | 09 May 2025 @ 12h00pm at Trompsburg Municipal Town Hall. | R 750.00           | <b>Technical Enquiries:</b><br>Mr. MS Sehlunsa on 078 562 8236 or <a href="mailto:molletsehlunsa29@gmail.com">molletsehlunsa29@gmail.com</a><br><b>Supply Chain Management:</b><br>Mr. LM Moloung on 083 585 8111 <a href="mailto:lmoloungsr@gmail.com">lmoloungsr@gmail.com</a> | Wednesday, 22 May 2025, at 12h30 PM at 20 Louw Street Trompsburg. Municipal Head Offices |

Bid documents will be available from the **09th of May 2025** upon payment of a non-refundable document fee during office hours between 08:00 - 13:00 and 13:30 - 16:30 weekdays from the Kopanong Local Municipality procurement office at the head office in Trompsburg.  
 Payments can be made at the municipal pay point, Trompsburg Unit. Alternative direct or electronic deposits can be made to Kopanong Local Municipality bank account: **ABSA, Account Number: 4110724394, Branch Code: 630018, Type of Account: Public Sector Cheque Account. Reference: "KLM/RPM/2025/26" or "KLM/SD/MO/2025/26"**

### Minimum Requirements:

- Bidders must be registered on the government Central Supplier Database (CSD) – Submit a full CSD report
- Valid Tax Compliance Status PIN (TCS) must be submitted
- Certified copy of company registration certificate (CIPC) reflecting name, identity numbers of active shareholders of all parties and ID Copies of parties must be attached
- Municipal Rates & Taxes Clearances Certificate (with latest updated account) / account not older than 90 days MUST be attached or Lease agreement (must be accompanied by a statement/account from the lessor) for the company and directors. A lease agreement must show who is liable for municipal rates between the lessor and lessee
- Letter of Good Standing (COIDA) must be attached
- At least 3 years audited Annual Financial Statements must be attached
- In the case of a JV certified copies of all the above minimum requirements must be attached for both JV partners
- Proof of purchase of tender document must be attached
- No bids will be accepted from a person who is in the service of state
- All supplementary/compulsory forms contained in the bid document must be completed in full, Initialed and signed
- All submission will be subjected to verification. Bids received after closing TIME and/or DATE will not be considered. No e-mailed or faxed tenders will be accepted. Other requirements are listed in the tender documents
- Failure to comply with the above-mentioned conditions will invalidate your bid

Bids are to be completed in accordance with the conditions and rules contained in the bid document. Bidders' attention is specifically drawn to the provision of the rules and evaluation criteria (including functionality) which are included in the bid document. Compulsory documents are stated in the document must be submitted together with the bid document.

Municipal Supply Chain Management Policy and Preferential Procurement Framework Act no 5 of 2000 and Preferential Procurement Regulations of 2022 will be applied (A bidder failing to submit proof of required evidence to claim preferences for specified goals, which is in line with section 2 (1) (d) (ii) of the Act, will forfeit points). In the case where the bid valid period is not indicated in the bid document the bid validity period shall be **120 days** from the closing date of the bid. The municipality will only communicate the outcome of the bid with the successful bidder.

Tender documents clearly marked **correct bid reference** must be deposited in the tender steel box at the Kopanong Local Municipality in Trompsburg and must be addressed to: The Municipal Manager, Kopanong Local Municipality.

  
**BC MOKOMELA**  
**ACTING MUNICIPAL MANAGER**