



1. TENDER NOTICE & INVITATION TO TENDER

TENDER NO. BV 927/2021

SUPPLY, INSTALLATION, COMMISSIONING OF TELEPHONE VOIP SYSTEM SOLUTION FOR A PERIOD ENDING 30 JUNE 2024

The Breede Valley Municipality invites tenders for the supply, installation, commissioning of telephone VOIP system solution for a period ending 30 June 2024.

Only experienced service providers, who meet the eligibility criteria set out in the conditions of the tender, are encouraged to participate in this tender. Interested service providers can request or collect bid documents from the Supply Chain Management Offices; 51B Baring Street, Worcester. Documents are to be requested or collected as from Friday, 10 September 2021, during office hours Mondays to Fridays 08h00 – 13h00 and 13h30 - 15h00. A non-refundable fee of R 230-00 (Two Hundred and Thirty Rand) for each set of documents, payable by bank guaranteed cheque made out in favour of the Breede Valley Municipality, is required on collection of the bid documents. Cash deposits and EFT's will also be accepted. Please note: The R230 is only payable if you collect the documents in hard copy from our offices. Documents are also electronic available upon request, free of charge, as the printing costs are for the bidder's own account.

ELIGIBILITY CRITERIA

Only those tenderers who satisfy the following eligibility criteria are eligible to submit tenders:

- (a) specialising in the supply, installation and maintenance of Enterprise level PABX Services and can demonstrate to have successfully secured or completed at least three contracts with a minimum staff compliment of 200 employees with approximately 200 telecom user devices (each) during the past five years (proof to be submitted with tender or to be provided in the schedule of current or completed contracts; reference letters from clients stating scope of work with current and valid contact details included)

Any enquiries regarding the bidding procedure or the issue of bid documents shall be directed to the Supply Chain Management Unit, for attention of Mr Taygan Brown, at telephone number 023 348 2956 or e-mail address: tbrown@bvm.gov.za. Alternatively, the SC Officer: Procurement, Mr. Wilfred Bells, can be contacted at telephone number 023 348 2954 or e-mail at wbells@bvm.gov.za. Any enquiries regarding technical information shall be directed to the Senior Communications Technician, Mr. J. Pepler can be contacted at 023 348 2901/ 081 018 8600 or emailed at jpepler@bvm.gov.za. Alternatively, the Senior Network Administrator, Mr. B. Magawu, can be contacted at telephone number 023 348 2901/ 081 018 8600 or e-mail at bmagawu@bvm.gov.za.

Due to the NATIONAL STATE OF DISASTER - COVID-19 a virtual compulsory clarification meeting by means of Microsoft Teams with representatives of the Employer will take place on Tuesday, 28 September 2021, starting time 11h00. Prospective tenderers shall register with Breede Valley Municipality, Supply Chain Management Unit by e-mail to procurement@bvm.gov.za not later than end of business on Friday, 24 September 2021 after which an invite to the virtual compulsory clarification meeting will be sent out. In addition, the committee agreed that no unregistered persons will be allowed into the meeting.

Tender offers, in properly sealed envelopes and clearly marked on the outside with the corresponding bid number and description, must timeously be placed in the tender box at Breede Valley Municipal Credit Control offices, 53 Baring Street, Worcester, by not **later than 11h00 on Friday, 22 October 2021**. Telephonic, telegraphic, telex, facsimile, electronic or e-mailed, bids will not be accepted. If the bid is late, it will not be accepted for consideration.



The Employer does not bind itself to accept the lowest or any tender and reserves the right to accept any tender or any part thereof, which may result in the acceptance of more than one tender, whichever the case may be. The Employer shall apply the Municipal Supply Chain Management Policy as adopted in terms of Section 111 of the Municipal Financial Management Act, 2003 (Act No 56 of 2003) and relevant regulations. All eligible bids received shall be evaluated in terms of the Employer's Supply Chain Management Policy and the Preferential Procurement Framework Act. The 80/20 preference point system shall be applicable. No bids will be considered from persons in the service of the state.

Breede Valley Municipality
Private Bag X3046
WORCESTER

D. MCTHOMAS
MUNICIPAL MANAGER
SC 32/2021