

AMAJUBA DISTRICT MUNICIPALITY

INVITATION TO BID

BID No.: T2021/19

CALL FOR PROPOSALS – PROVISION OF THE BULK, PRINTING AND POSTING OF MONTHLY STATEMENTS FOR A PERIOD OF 36 MONTHS

Amajuba District Municipality hereby call for proposals from companies registered on the Central Supplier Database for the provision of the bulk, printing and posting of monthly statements for the Amajuba District Municipality for a period of 36 months. Only service providers with three years relevant experience in the business of bulk processing, printing and postage of monthly statements are eligible to bid.

The bid document will be emailed to the bidder upon producing proof of payment of a non-refundable fee of **R500.00** per document. Deposits must be made into the Amajuba District Municipality bank account: **Standard Bank Account N° 062156624** with the **reference number 20219**. Bidders are required to email proof of payment, name of bidding company and its contact details before 05 November 2021 to khethiwem@amajuba.gov.za. Evaluation of bids will be done on bid companies that submitted their proof of payment before the closing date 05 November 2021. Cash payments are not accepted at the Amajuba District Municipality office.

NB: This bid will be evaluated on price and functionality in terms of the 80/20 preference point system as prescribed in the Preferential Procurement Policy Framework Act (No 5 of 2000) and for this purpose the enclosed forms must be scrutinized, completed and submitted together with your bid. The tender validity period is 90 days after tender closing date.

Bidders are required to submit original tax clearance certificate/ Tax Compliance Status Pin or CSD number and valid B-BBEE Status Level Verification Certificates or certified copies thereof together with their bids, to substantiate their B-BBEE rating claims. Failure to submit the proof of B-BBEE Certificate will result in forfeiting the points.

Completed bid documents in sealed envelopes endorsed "**Bid number: T2021/19 –BULK PRINTING AND POSTING**" must be deposited in the Municipality's tender box located in the reception of the Amajuba District Municipality on or before the closing date, whereby bids will be opened to the public. Bid envelopes that are not sealed and numbered will not be considered. Late bids will not be accepted. The Amajuba DM is not obliged to award the lowest or any bid.

All technical enquiries should be directed to **Sushal Haripersadh** on 034 329 7200 or by email sushalh@amajuba.gov.za ; regarding the bidding procedures, kindly contact **Sabelo Zulu** on 034 329 7200 or by email sabeloz@amajuba.gov.za

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Closing date: Friday, 19 November 2021 @12h00 noon


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MRS SCN MDAKANE
ACTING MUNICIPAL MANAGER

