

	BITOU MUNICIPALITY			
	TENDER NOTICE AND INVITATION TO QUOTE			
	ADVERTISED ON:	MUNICIPAL NOTICE BOARD; MUNICIPAL WEBSITE; NATIONAL TREASURY e-TENDER		
NOTICE NO:	249/2022	TENDER NO:	SCM/2023/45/CORP	
Tenders are hereby invited for:	Rental of Franking Machine for A Period ending 30 June 2025.			
PUBLISHED DATE:	23 September 2022	CLOSING DATE:	07 October 2022	
CLOSING TIME	No later than 12H00 .Tenders will be opened immediately thereafter, in public at the Bitou Municipality, Supply Chain Management Unit, Shop 59, 2 nd Floor, Mellville's Corner, C/o Main & Marine Drive, Plettenberg Bay.			
AVAILABILITY OF TENDER DOCUMENTS:				
Tender Documents will be available electronically at no charge from the following e-mail address: scmtenders@plett.gov.za .				
Printed copies of the Tender Documents will be available from 12h00 on published date, Monday to Thursday from 07h30 until 16h30, Friday from 07h30 to 13h30, at Bitou Municipality: Supply Chain Management, Shop 59, 2 nd Floor, Mellville's Corner, C/o Main & Marine Drive, Plettenberg Bay, at a non-refundable fee, payable to a cashier at Bitou Municipality Shop 54, 2 nd Floor, Mellville's Corner, C/o Main & Marine Drive, Plettenberg Bay.		The fee may also be transferred via EFT (Bitou Municipality, Current Account – 372884709, Standard Bank, Plettenberg Bay, Branch Code - 050714). Proof of payment will be required upon collection of Tender documents. Tender Number to be used as payment reference with name of payee.		
Date Available:	23 September 2022	Non-refundable Fee:	R100.00	
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, Mellville'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 Municipality Preferential Procurement Policy		Tenderers may claim preference points in terms of the 80/20 principle per their B-BBEE status level of contribution.		
Preferential Procurement Policy - Local Procurement		None		
Site Meeting/Information Session		None	Validity Period	90 Days
ANY ENQUIRIES REGARDING TECHNICAL INFORMATION MAY BE DIRECTED TO:		ANY ENQUIRIES REGARDING THE TENDERING PROCEDURE MAY BE DIRECTED TO:		
Section:	Records & Customer Care	Section:	Supply Chain Management	
Contact Person:	Mr G Booysen	Contact Person:	Ms A Mqikwa	
Tel:	044 501 3068	Tel:	e-mail Enquiries Only	
E-mail:	gbooyesen@plett.gov.za	E-mail:	scmtenders@plett.gov.za	