

**INVITATION TO BID**

**YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE WITZENBERG MUNICIPALITY**

**BID NUMBER: 08/2/2013**

**CLOSING DATE: 19 DECEMBER 2022**

**CLOSING TIME: 10:00**

**DESCRIPTION:**

**SUPPLY, DELIVERY INSTALLATION, COMMISSIONING AND MAINTENANCE OF AN END-TO-END VOICE OVER IP AND UNIFIED COMMUNICATION SOLUTION, INCLUDING CABLING, NETWORKING AND CONNECTIVITY FOR WITZENBERG MUNICIPALITY FOR A PERIOD OF FIVE YEARS**

The successful bidder will be required to fill in and sign a written Contract Form (MBD 7).

The following conditions to bid exist:

(Failure to comply may result in your bid being disqualified)

1. Bidders should ensure that bids are delivered timeously to the correct address as indicated below. If the bid is late, it will not be accepted for consideration. The bid box is generally open 24 hours a day, 7 days a week. **Telephonic, facsimile, electronic/emailed and late bids will not be accepted.**
2. All prices must **include VAT**.
3. Bids will be evaluated according to the 80/20 points system as stipulated in the Preferential Procurement Regulations of 2017 that was promulgated by the Minister of Finance on 20 January 2017 in Government Gazette No 40553.
4. Bidders must provide a valid Tax Verification Details (Tax reference number and valid third-party verification pin) as issued by SARS in order to confirm their tax compliance status. Failure to provide such details may result in your bid being disqualified.
5. **Bid documents can be obtained during office hours from Monday to Thursday: 8h30 -13h00 and 13h45 - 15h30 and Fridays: 8h30 – 13h00 and 14h00 – 14h30 from the Witzenberg Municipality, Supply Chain Unit, Drommedaris Street, Ceres. Hard Copy Bid Documents can be obtained at a cost of R200.00.**
6. The bids will be opened in the Council Chambers, Municipal Offices, 50 Voortrekker Street, Ceres in public immediately after the closing time at 10:00.
7. The bid must be properly received in a sealed envelope which must clearly indicate the description of the bid, the bid number and the name and postal address of the bidder on the outside of the sealed envelope. Unmarked bids will not be taken into consideration and will be returned.
8. The lowest or any bid shall not necessarily be accepted, and the Municipality reserves the right to accept any part of the bid.
9. **An original or certified copy / copy of the bidder's Broad-Based Black Economic Empowerment (B-BBEE) certificate must be attached to this bid document in order to claim B-BBEE points.**
10. Do not dismember this Bid Document (do not take it apart or put documents between its pages).
11. All other documents of the submission must be **attached behind** this bid document.
12. The bidder must complete the checklist at the back of this bid document.
13. **Please note that any suspicious collusive bidding behaviour and restrictive practices by bidders will be reported to the Competition Commission for investigation and possible imposition of administrative penalties.**
14. **Local production and content is applicable to this bid and only locally produced goods or services with a stipulated minimum threshold for local production and content as stipulated in the invitation and bid document will be considered. Bidders must use the exchange rate published by the South African Reserve Bank (SARB) at 12:00 (7 calendar days prior to the closing of the bid) for the calculation of local content. If the quantity; input materials; and/or components for local content items required cannot be wholly sourced from South African (SA) based manufacturers to achieve the designated local content threshold at any particular time, bidders should request and obtain written exemption from the DTI. Such exemption applications should be submitted and approvals should be obtained prior to the closure of the bid(s) concerned. A copy of the authorization letter must be submitted together with this bid document at the closing date and time.**

**NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE AS DEFINED IN THE MUNICIPAL SUPPLY CHAIN MANAGEMENT REGULATIONS (GOVERNMENT GAZETTE NO 27636 DATED 30 MAY 2005)**

**SUBMISSION DETAILS**

**SUBMISSION OF BID DOCUMENTS:  
TO BE DEPOSITED IN:**

The bid box at the entrance of the Municipal Offices of Witzenberg Municipality  
50 VOORTREKKER STREET  
CERES

**CONTACT DETAILS FOR ENQUIRIES:**

Ms S Mentor Tel: (023) 312-1765: Email: [supplychain@witzenberg.gov.za](mailto:supplychain@witzenberg.gov.za)