

TENDER ADVERT

TENDER NO: 19/2024: PANEL OF SERVICE PROVIDERS FOR BULK PRINTING, DESIGNING, PRODUCING BUSINESS REPORTS, KEY DOCUMENTS AND COMMUNICATIONS SERVICES FOR A PERIOD OF THREE YEARS ON AN AS AND WHEN REQUIRED BASIS.

Lesedi Local Municipality hereby seeks to appoint a panel of service providers for bulk printing, designing, producing business reports, key documents, and communications services for a period of three years on an as and when required basis.

Technical Enquiries: Mr Katleho Seaga
Tender Documents: Mrs Sibulelo Mokoena

Tel: 016 492 0248
Tel: 016 492 0202

Closing date: 23 May 2024@12h00

Tender documents, together with the terms of reference, which are important for the preparation of the tender are accessible from the Lesedi Local Municipality website (<https://lesedi-lm.gauteng.gov.za>) as from 24 April 2024.

The completed proposals must be submitted in a sealed envelope marked "**TENDER NO: 19/2024: PANEL OF SERVICE PROVIDERS FOR BULK PRINTING, DESIGNING, PRODUCING BUSINESS REPORTS, KEY DOCUMENTS AND COMMUNICATIONS SERVICES FOR A PERIOD OF THREE YEARS ON AN AS AND WHEN REQUIRED BASIS.**"

Bids must be placed in the tender Box situated at the Supply Chain Department, Municipal Building, Second floor, c/o of Du Preez and H.F Verwoerd Street, Heidelberg, on or before 23 May 2024 at 12:00. Tenders will be opened in public. The tender box will be open during office hours, Monday – Friday, 07:30 – 15:00. No e-mailed or faxed bids will be considered.


The Lesedi Local Municipality (LLM) reserves the right not to accept the lowest priced proposal or any proposal in part or in whole. It normally awards the contract to the tenderer who proves to be fully capable of handling the contract and whose proposal is technically acceptable, has meaningful empowerment credentials and/or is financially advantageous to the LLM. LLM reserves the right to negotiate rates, for purposes of creating uniformity and the tenderer, by responding to this tender, agrees to abide by such negotiated rates which may be changed from time to time by agreement between the parties. Any bid not suitably endorsed or comprehensively completed, as well as bids completed in pencil will be regarded as invalid bids. All objections and complaints must be lodged within 14 days and in writing to the municipal's manager's office.

Only bidders who score 70 points or more for functionality will be further evaluated on both Price and Specific goals.

The 80/20 preference procurement point system will apply and preference will be given to bidders who are able to demonstrate the following:

- | | |
|-------------------|-----------|
| a) Price | 80 points |
| b) Specific goals | 20 points |

It is a condition of bid that the taxes of the successful bidder must be in order, or that satisfactory arrangements have been made with South African Revenue Service (SARS) to meet the bidder's tax obligations. Additionally, no contract shall be concluded with any bidder, whose municipal rates and taxes and service charges are in arrears. All bidders must ensure that they are registered on the National Treasury Central Supplier Database via the following link: business.support@csd.gov.za. No business will be conducted with any person who is not registered on this database.


MR. SBUSISO DLAMINI
MUNICIPAL MANAGER