

BID NOTICE AND INVITATION TO BID

The Witzenberg Municipality Financial Directorate, Supply Chain Unit invites bids for **BID NO. 08/2/18/62: PROFESSIONAL SERVICES FOR WITZENBERG MUNICIPALITY**

Only bidders who satisfy the eligibility criteria stated in the Standard Conditions of Bid (Clause F.2.1) are eligible to submit bids.

All bids received shall be evaluated in terms of the Witzenberg Municipality's Supply Chain Management Policy, the Preferential Procurement Policy Framework Act and the Preferential Procurement Regulations of 2017. The 80/20 preference points system will be applicable.

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, Dromedaris Street, Ceres. The amount is payable at the Municipal Head Office, 50 Voortrekker Street, Ceres or via EFT. Banking details can be requested via email. No cheques will be accepted. **Hard Copy Bid Documents can be obtained at a cost of R400.00 per set or alternatively Electronic bid documents can be obtained via email at no bid fee. Bid Documents will be available from 05 May 2021 at 14:00.**

All enquiries must be directed to the Financial Directorate, Supply Chain Unit:

Ms S Mentor
Witzenberg Municipality
Ceres
6835
Tel: (023) 312 1761
E-mail: supplychain@witzenberg.gov.za

The **closing time** for receipt of bids is **10h00 on Friday, 28 May 2021** at Witzenberg Municipality, **50 Voortrekker Street, Ceres**. Telephonic, facsimile, electronic/e-mailed and late bid will not be accepted. Bids may only be submitted on the bid documentation that has been issued. The Bid Box is located at the entrance of the Witzenberg Municipal Offices, 50 Voortrekker Street, Ceres.

A compulsory clarification meeting will take place on **Wednesday, 12 May 2021 at 14:00**. Attendees are to meet at the **Ceres Town Hall, 99 Voortrekker Street, Ceres**. **All attendees must comply with Covid-19 rules.**

Please note that no grace period will be given to late comers at the clarification meeting (Witzenberg Municipality does possess a site/clarification procedure manual and prospective bidders can obtain a copy of the manual from the Municipalities Supply Chain Unit).

Council does not bind itself to accept the lowest or any bid. Witzenberg Municipality shall apply its Municipal Supply Chain Management Policy as adopted in terms of Section 111 of the Municipal Finance Management Act, 2003 (Act no. 56 of 2003) and the relevant regulations.

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.

NB: No bids will be considered from persons in the service of the state as defined in Regulation 1 of the Local Government: Municipal Supply Chain Management Regulations

The Municipal Manager
Witzenberg Municipality
50 Voortrekker Street
Ceres
6835

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MUNICIPAL MANAGER