



BEAUFORT WEST MUNICIPALITY

NOTICE NO. 19/2016

SCM 06/2016



SUPPLY, PRINTING AND MAILING/E-MAIL OF MUNICIPAL ACCOUNTS

Bids are invited by the Municipal Manager of the BEAUFORT WEST Municipality for the Supply, Printing and Mailing/E-Mail of municipal accounts for 2 years.

Enquiries may be directed to Mrs. E. van Staden, Mrs. B. Fredericks or Mrs. S.A. Pothberg at Tel. No. 023-414 8100. The bid documents are available at the Offices of the Supply Chain Management Unit in Simpson Road, BEAUFORT WEST, 6970 and is also available electronically at scmclerk@beaufortwestmun.co.za (Ronél Naidoo) or senel@beaufortwestmun.co.za.

A non-refundable fee of R228.00 (Two Hundred and Twenty Eight Rand), is payable for a set of documents. The fee must be deposited into the account of the **Beaufort West Municipality** at **Nedbank**, Branch Code: **198 765**, Account Number: **107 428 0318**. The reference number for confirmation of payment is: **10/10000/100/020110** and bid documents will be made available upon provision of proof of payment. **Electronic documents will be free of charge and hard copy of document will be payable.**

Tenders in sealed envelopes endorsed "**SCM 06/2016: SUPPLY, PRINTING AND MAILING OF MUNICIPAL ACCOUNTS**" must be mailed to: **PRIVATE BAG 582, BEAUFORT WEST, 6970** or be deposited in the **TENDER BOX** at the **Office of the DIRECTOR: CORPORATE SERVICES**, at the **Sanlam Building, 112 DONKIN STREET, BEAUFORT WEST**, to reach the undersigned by not later than **14:00** on **FRIDAY, 04 MARCH 2016**. Tenders received, will be opened in public in the Committee Room of the BEAUFORT WEST MUNICIPALITY. Any person desiring to be present may attend. Tenders received after the closing date and time will not be considered.

Telegraphic, telephonic, facsimile, e-mail and late tenders will not be accepted. The lowest, only or any tender shall not necessarily be accepted and the Council reserves the right to accept any part of the tender.

The Tender must be valid for a period of 90 days after the closing date. The Tender will be subject to Council's Supply Chain Management Policy, the Preferential Procurement Policy Framework Act and the Preferential Procurement Regulations, 2011. The 80/20 preference points system will be applicable.

Municipal Offices
112 Donkin Street
BEAUFORT WEST
6970

J. Booyesen
Municipal Manager

Ref. No. 6/1/2/1
Date 19 February 2016