



**BEAUFORT WEST MUNICIPALITY**  
**DEPARTMENT OF FINANCIAL SERVICES**



**NOTICE NO: 37/2024**  
**BID NO: SCM 26/2024**

**SUPPLY, DELIVERY, AND INSTALLATION OF AN A4 FOLDING & PRESSURE SEALER MACHINE WITH A TOUCH SCREEN DISPLAY TO BEAUFORT WEST MUNICIPALITY FOR 3 YEAR PERIOD**

The Beaufort West Municipality hereby invites service providers for the SUPPLY, DELIVERY, AND INSTALLATION OF AN A4 FOLDING & PRESSURE SEALER MACHINE WITH A TOUCH SCREEN DISPLAY FOR A PERIOD OF 3 YEARS.

Enquiries regarding the documents may be directed to Mrs. C. Els- Chalmers or Mr. S. Madumbo at Tel. (023) 414 8177 or email: [courtneye@beaufortwestmun.co.za](mailto:courtneye@beaufortwestmun.co.za) or [sidwillm@beaufortwestmun.co.za](mailto:sidwillm@beaufortwestmun.co.za). Enquiries regarding the specifications may be directed to Ms. B. De Klerk at Telephone number: 023-414 8184 or [bronwyn@beaufortwestmun.co.za](mailto:bronwyn@beaufortwestmun.co.za).

A non-refundable fee of R250 (Two Hundred and Fifty 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: **SCM 26/2024** 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.**

Sealed Bids, marked: **“BID SCM: 26/2024: SUPPLY, DELIVERY, AND INSTALLATION OF AN A4 FOLDING & PRESSURE SEALER MACHINE WITH A TOUCH SCREEN DISPLAY”** must be placed in the tender box at the office of the Supply Chain Management Unit: Corporate Services in the Sanlam Building, 112 Donkin Street, Beaufort West, before the closing time and date of **14:00 on Friday, 22 March 2024**. Bids will then be opened in the presence of anyone who wishes to attend, in the Committee Room in the Supply Chain Management office at the Sanlam Building, Donkin Street, Beaufort West.

Bids received in electronic format or after the closing time and date will not be considered. Council is not bound to accept the lowest or any Bid. Telegraphic, telephonic, telex, facsimile, e-mail, and late Bids will not be accepted

The bid must be valid for a period of 120 (one hundred and twenty) days after the closing date. The bid will be subject to Council's Supply Chain Management Policy, Preferential Procurement Policy, the Preferential Procurement Policy Framework Act, and the Preferential Procurement Regulations, 2023. Points will be allocated for the following specific goals: (a) contracting with persons, or categories of persons, historically disadvantaged by unfair discrimination on the basis of race, gender or disability; and (b) promotion of enterprises located in the municipal area (WC053). The 80/20 preference points system will be applicable.

It is a prerequisite that all prospective service providers who are not yet registered on the Central Supplier Database; register without delay by completing the online registration form obtainable on Central Supplier Database website at [www.csd.gov.za](http://www.csd.gov.za).

**Municipal Offices**  
112 Donkin Street  
**BEAUFORT WEST**  
6970

**D.E WELGEMOED**  
**MUNICIPAL MANAGER**

16 FEBRUARY 2024