



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



**NOTICE NO: 154/2022**  
**BID NO: SCM 22/2023**

**APPOINTMENT OF A ADMINISTRATIVE SUPPORT AND  
PROJECT MANAGEMENT: GENERAL & SUPPLEMENTARY  
VALUATION PROCESS**

Tenders are invited for the Administrative support of the general and supplementary evaluation process of the Beaufort West Municipality region, including the cost and placing of advertisements, send of notices and making of copies.

Enquiries regarding the scope of works may be directed to Mrs C Molliganat Tel. No. 023-414 8137 or rates1@beaufortwestmun.co.za. The formal Bid documents are available at the Offices of the Supply Chain Management Unit, Sanlam Building, 112 Donkin Street, BEAUFORT WEST and is also available electronically at [raylenem@beaufortwestmun.co.za](mailto:raylenem@beaufortwestmun.co.za) or [sidwillm@beaufortwestmun.co.za](mailto:sidwillm@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 22/2023** and hard copy of bid documents will be made available as from **Wednesday, 14 September 2022** upon provision of proof of payment at. **Bid document in electronic format will be free of charge.**

Sealed formal Bids, marked: "**SCM: 22/2023: APPOINTMENT OF A ADMINISTRATIVE SUPPORT AND PROJECT MANAGEMENT: GENERAL & SUPPLEMENTARY VALUATION PROCESS**" must be addressed to the Municipal Manager and placed in the tender box at the Offices of Supply Chain Management Unit at the Sanlam Building, 112 Donkin Street, Beaufort West, before the closing time and date of **14:00 on FRIDAY, 14 October 2022**. Bids will then be opened in the presence of anyone who wishes to attend, in the Committee Room at the Supply Chain Management Unit at Sanlam Building, 112 Donkin Street, Beaufort West.

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

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, the Preferential Procurement Policy Framework Act and the Amended Preferential Procurement Regulations, 2017. The 80/20 preference points system will be applicable.

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

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

**GZ NYATHI**  
**Acting Municipal Manager**

09 September 2022

