



**BEAUFORT WEST MUNICIPALITY
DEPARTMENT OF CORPORATE SERVICES**



**NOTICE NO. 90/2026
QUOTATION SCM NO. 50/2026**

**APPOINTMENT OF SUPPORT SERVICE PROVIDER FOR THE SUPPORT AND MAINTAINANCE
OF THE ADMINISTATOR DOCUMENT REGISTRATION SYSTEM: VERSION 1.5.0.1: 01 JULY 2026 TO
30 JUNE 2027**

The BEAUFORT WEST MUNICIPALITY hereby invites prospective service providers to submit bids for the appointment of support service provider for the support and maintenance of the admistrator document registration system: version 1.5.0.1: 01 July 2026 – 30 June 2027.

Enquiries regarding the specifications may be directed to Mr. P. Strumpher at telephone number 023-414 8103 or at petrus@beaufortwest.gov.za. The formal quotation document are available from Mr. Sidwill Madumbo at the Offices of the Supply Chain Management Unit, Sanlam Building Shop Nr 7, 112 Donkin Street, BEAUFORT WEST, 6970 at 023 414 7547 or electronically at sidwillm@beaufortwestmun.co.za.

A non-refundable fee of 161.00 (One hundred and Sixty One Rand), is payable for a set of printed documents. The fee must be deposited into the account of the **Beaufort West Municipality** at **NEDBANK**, Branch Code: **198765**, Account Number **107 428 0318**. The reference number for confirmation of payment is: **SCM 50/2026** and bid documents will be made available upon provision of proof of payment. **Electronic documents will be free of charge.**

Sealed formal bids, marked: **“QUOTATION NO: SCM 50/2026: APPOINTMENT OF SUPPORT SERVICE PROVIDER FOR THE SUPPORT AND MAINTAINANCE OF THE ADMINISTATOR DOCUMENT REGISTRATION SYSTEM: VERSION 1.5.0.1: 01 JULY 2026 TO 30 JUNE 2027”** must be addressed to the Municipal Manager and placed in the tender box at the Offices of the Supply Chain Management Unit, Sanlam Building Shop Nr 7, 112 Donkin Street, BEAUFORT WEST, before the closing time and date of **14:00** on **Friday, 12 JUNE 2026**. Formal quotations will then be opened in the presence of anyone who wishes to attend, in the Committee Room at the Offices of the Supply Chain Management Unit, Sanlam Building, Shop Nr 7, 112 Donkin Street, Beaufort West.

Telegraphic, telephonic, telex, facsimile, e-mail, bids not completed in ink by hand and late bids will not be accepted. The municipality is not bound to accept the lowest bidder and the Council reserves the right to accept any part of the bid or cancel the bid.

The tender must be valid for a period of **120 (one hundred and twenty)** days after the closing date.

The tender will be subject to Council’s Supply Chain Management and Preferential Procurement Policies. The 80/20 preference points system will be applicable. A maximum of 80 points will be awarded for Price and a maximum of 20 points will be awarded for the following Specific Goals:

SPECIFIC GOAL	POINTS ALLOCATED
Contracting with persons, or categories of persons, historically disadvantaged by unfair discrimination on the basis of race, gender or disability (B-BBEE Status Level of Contributor)	10
Promotion of enterprises located in the municipal area (WC053)	10

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 form. Application forms are obtainable on their website www.csd.gov.za

Municipal Offices
112 Donkin Street
BEAUFORT WEST
6970

Mr. G ESAU
Acting Municipal Manager

29 MAY 2026