

SWELLENDAM MUNICIPALITY



BID NOTICE

TENDER NO: SMT29/16/17

SUPPLY AND DELIVERY OF PHOTOCOPY PAPER FOR A THREE (3) YEAR PERIOD

Bids are hereby invited from suitably qualified and appropriate registered bidders for the Supply and Delivery of Photocopy Paper for a Three (3) Year Period to the Swellendam Municipality.

Official bid documents and specifications are obtainable from Mr. P. du Toit and Mr. J. Riddles (Supply Chain Management Unit, 11 Lind Street, Swellendam on tel: 028 514 8500 or email scm@swellenmun.co.za from Friday, 27 January 2017.

Any enquiries can be made to Mr. J. Green at tel. no. 028-514 8500, e-mail: jgreen@swellenmun.co.za. One complete set of bid documents will be supplied on receipt of a non-refundable deposit of **R364.80** (Vat Incl.) Cheques must be made out to the Swellendam Municipality

Bids must be submitted in a sealed envelope and must be clearly marked with the respective bid number and description. Bids must be placed in the Municipal Tender Box before 12h00 on Friday, 24 February 2017 situated at the Municipal Offices, 49 Voortrek Street, Swellendam after which Bids will be opened in public. Bids may only be submitted on the prescribed bid documents and must include a valid and original Tax Clearance certificate as issued by **SARS**.

Late bids and bids received by E-Mail or Facsimile will not be considered. Bids will be evaluated and adjudicated in accordance with the Swellendam Municipality's preferential procurement policy and it's Supply Chain Management Policy. The **80/20** point system will be applicable. The Council does not bind itself to accept the lowest or any bid and reserves the right to accept a bid in full or a part thereof.

Bids shall remain valid for a sixty (60) day period calculated from the bid closing date.

CM AFRICA
MUNICIPAL MANAGER
P.O. BOX 20
SWELLENDAM, 6740

Notice No. T4/2016