



ADVERT

SUPPLY, DELIVERY, INSTALLATION AND CONFIGURATION FOR 120 USERS IN MICROSOFT 365 VOLUME LICENCE FOR A PERIOD OF 36 MONTHS

BID NO: COMM-B032/23/24

REQUEST FOR BIDS: MUNICIPALITY

Dr Nkosazana Dlamini Zuma Municipality is requesting bids from a suitably qualified and experienced Service Provider for supply, delivery, installation and configuration for 120 users in microsoft 365 volume licence for a period of 36 months.

This bid will be evaluated in terms of the 80/20 Preferential Procurement Point system and the points will be allocated as follows. **80 – Price, 20 –SPECIFIC GOALS.**

Specific Goals:

	POINTS	SUPPORTING DOCUMENTS
PRICE	80	
SPECIFIC GOALS	(20)	
Company operating within the Jurisdiction Dr NDZ LM	10	CIPC Document reflecting NDZ company physical Address
Company 100% owned by black South African	5	Summary of CSD reflecting Race and Identity document or Drivers Licence
Company 60% owned by black South African women or company 100% owned Black South African youth or company 50% owned by black South African with disability or company outside of Dr NDZ LM but within Harry Gwala District	5	1.Summary of CSD reflecting 60% company owned by black (Women) Gender or company 100% owned by black South African youth and Identity document or Drivers Licence

		<p>OR</p> <p>2. Summary of CSD reflecting 50% owned by a black South African with (Disability) , a proof of medical certificate and Identity document or Drivers Licence</p> <p>OR</p> <p>3.CIPC document reflecting physical address of a company outside of Dr NDZ LM but within Harry Gwala District</p>
Total points for Price and SPECIFIC GOALS	100	

COMPLUSORY BRIEFING

The compulsory briefing meeting will be held on the **10th November 2023 at 10:15 am** at Dr Nkosazana Dlamini Zuma Municipality (Creighton Office) and BID documents will be obtained on the same date from **08h00 to 10h00** at the BTO office. The cost of the bid document is **R476.00** which is non-refundable.

NB: All SUPPLIERS are expected to join the meeting by 10:00 am, NO SUPPLIER Will be allowed to join the meeting after 10:15 am

DOCUMENTS TO BE SUBMITTED WITH THE BID :

- Valid tax clearance certificate or Tax Compliance Status PIN
- Submit proof that the bidders (Company) and its directors are not owing municipal services.
- Copy of a certificate of Company Registration with the Registrar of Companies and CC's (CK).
- Specific Goals supporting documents
- Certified copies of ID's.
- Form of offer
- MDB 1, 4, 6.1, 8 and 9 must be fully completed.
- Registration with CSD
- Letters of references

CLOSING DATE:

Bid documents must be submitted in a sealed envelope clearly marked with the quotation number and closing date and dropped off in the tender box at the **Dr Nkosazana Dlamini Zuma Municipality Offices, Main street, Creighton** by no later than **4th December 2023 before 12h00**. Late or faxed bid will not be accepted. Failure to comply with the above conditions will invalidate your offer.

The Dr Nkosazana Dlamini Zuma Municipality reserves the right not to make an appointment.

NB: Bid will remain valid for a period of 90 days from date of the closing of the Bid.

Enquiries may be directed to the following persons during office hours (08:00 – 16:30)

Procedure related enquires: Miss N. Holiwe (039) 833 1038

Technical Enquiries: Mr J Sondezi /Mr DB Gumede (039) 833 1038



N.C. VEZI
Municipal Manager

ENTERED 03 NOV 2023

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