

KOUGA LOCAL MUNICIPALITY (EC108)
DIRECTORATE: FINANCE

NOTICE 82/2018

**APPOINTMENT OF SERVICE PROVIDER FOR THE PRINTING AND MAILING
OF CONSUMER ACCOUNTS**

Prospective Service Providers are hereby invited to submit tenders for the Printing and Mailing of Consumer Account services to Kouga Local Municipality for a period of three (3) years.

Tenders

An electronic copy of tender document will be available on E-Tender portal www.etender.gov.za or the municipal website www.kouga.gov.za. Printed copies of the Tender Document will be available at a non- refundable fee of R300 per document as from Thursday, 24 May 2018 from the Registry Section, 33 Da Gama Road, Jeffreys Bay, 6330 Tel No: 042 2002200.

Please note:

- Telegraphic, telephonic, telex, facsimile, email or late tenders will not be accepted.
- This contract will be evaluated on the 80/20 point scoring system.
- **A minimum functional assessment score of 75 points will apply to this contract.**
- The Guidelines for locally produced goods or locally manufactured goods with a stipulated minimum threshold where applicable will be applied.
- A valid SARS Tax Clearance Certificate and the Tax compliance Status pin to be submitted.
- Prospective Service Providers must register on Kouga Municipality's Supplier database as per the registration requirements.
- The National Treasury Central Supplier Database Summary report must be submitted.
- In order to claim Preference points a valid originally or certified B-BBEE Status level Verification certificate or a Sworn Affidavit completed on the DTI format must be submitted to validate the claim.
- The Council reserves the right to accept any tender and, or part thereof, appoint more than one contractor, and does not bind itself to accept the lowest or any tender. The Council reserves the right to appoint any contractor.
- The validity period for submission must be 120 days from the closing date.
- Tenders that are deposited in the incorrect box or delivered to any other venue will not be considered.

Any information regarding this tender can be obtained from Mr. R. Van Heerden at 042 2002200 or rvanheerden@kouga.gov.za

Completed documents in a sealed envelope endorsed "**NOTICE NO: 81/2018: "APPOINTMENT OF SERVICE PROVIDER FOR THE PRINTING AND MAILING OF CONSUMER ACCOUNTS"**", must be placed in the Tender Box in the foyer of

the Municipal Offices at 33 Da Gama Road, Jeffreys Bay on or before **MONDAY,**
25 JUNE 2018 at 12:00.

C. DU PLESSIS
MUNICIPAL MANAGER

P.O. Box 21
JEFFREYS BAY
6330

For Placement: Herald – 24 May 2018

Kouga Express – 24 May 2018

Municipal Website/ Municipal Notice Boards in all offices/areas – 24 May 2018