



RFQ005/2015

Setup & Installation of Mail Server Software

Kai !Garib Municipality hereby invites interested and competent service providers to submit quotations for this bid

Bid Closing Date: 05 MAY 2015

Bid Closing Time: 12:00

SEE SPECIFICATIONS IN THE BID DOCUMENT

Delivery point: ICT Centre

Bid documents

1. Must be in a sealed envelope and clearly marked: "RFQ005/2015 Setup & Installation of Mail Server Software"

2. Addressed to the Municipal Manager, Kai !Garib Municipality

3. Submitted to the tender box at Kai !Garib Municipal offices, Main Road, KEIMOES, not later than 12h00 on 30th April 2015

4. Bidding documents available in KEIMOES at the cashier point (Municipal Building in the Main Street)

NB *Unmarked*

No faxed or electronic bids will be accepted.

The quotations will be opened in public immediately after the closing time in the Keimoes Town Hall. *Bid documents delivered at any place other than the bid box will be taken as late submissions, and disregarded. Proof of postage of a bid document will not be accepted as proof of delivery to the appropriate place for the receipt of documents.*

Compulsory information to be submitted with the quotations

1. A valid and Original Tender Tax Clearance Certificate

2. A firm price

3.Completed & signed MBD1,MBD3.1,MBD4,MBD6.1,MBD8 & MBD9

4.Latest Municipal Services account

A non-refundable fee of R100.00 is payable for this document and the proof of payment must be submitted together with the bid document. Details for payment process are provided in the document.

****FAILURE TO SUBMIT ALL THE ABOVE REQUESTED INFORMATION MAY INVALIDATE BIDS**

Bidders must submit valid, certified copies of their B-BBBEE Status level verification certificates from accredited BEE verification agencies with their quotations. Failure to submit B-BBEE status level verification certificates will lead to loss of preference points, and not disqualification from the bidding processes. Exempted Micro Enterprises(EME's), can submit a letter from a professional registered accountant/auditor approved by IRBA, in order to claim preference points.

Bid Documents are obtainable in Keimoes as the cashier(Municipal Building)

Kai !Garib Municipality does not bind itself to accept the lowest or any Bid, nor is it obliged to supply any reason for the acceptance or rejection of any bid.

The contract will be based on the General Conditions of Contract for Government Procurement as published by the National Treasury applicable at the date of signing of the contract between Kai !Garib and the successful bidder.

No bids will be accepted from persons in the service of the state*.

ANY ENQUIRIES REGARDING THE BIDDING PROCEDURE MAY BE DIRECTED TO:

Contact Person: CECILINE MARTHINUS

Tel: 054 – 431 6334

ANY TECHNICAL ENQUIRIES MAY BE DIRECTED TO:

Contact Person: W Bok

Tel: 054 – 461 6700