



**APPOINTMENT OF PANEL OF SERVICE PROVIDERS FOR  
THE PROVISIONING OF HARDWARE IN INFORMATION  
TECHNOLOGY SERVICES FOR PERIOD OF THREE YEARS  
(36 MONTHS)**

**CONTRACT DATA**

**DATA PROVIDED BY THE EMPLOYER**

	Data
1	<p>The Name of the Employer is <b>Emalahleni Local Municipality</b></p> <p>The address of the Employer is: Civic Centre, 29 Mandela Street, Emalahleni, 1035</p> <p>P.O Box 3 Emalahleni 1035</p> <p>Telephone: (013) 690 6409 Email : <a href="mailto:nyundubg@emalahleni.gov.za">nyundubg@emalahleni.gov.za</a></p>
2	The Project is for the appointment of a panel of service providers for the provisioning of hardware in information technology services for a period of 36 months.
3	The Period of Performance is as per signed letter of appointment and service level agreement.
4	The Service Provider may not release public or media statements or publish material related to the Services or Project without the written approval of the Employer.
5	The Service provision shall be completed as per letter of appointment.
6	The Service Provider shall provide the Public Liability Insurance for a cover to be negotiated with the Client (If applicable)
7	The client shall not be responsible for any overtime worked or overtime payments made to the personnel of the Service Provider.
8	Copyright of document prepared for the project shall be vested with the Emalahleni Local Municipality
9	Service Providers will be paid in accordance with the Emalahleni Local Municipality Supply Chain Management Policy.
10	A Service Provider may not subcontract any work not approved by the employer the Emalahleni Local Municipality
11	The Service Provider shall be subjected to a penalty of <b>5%</b> of their fees should they fail to follow their programme without any valid reasons.



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**PART 1: DATA PROVIDED BY THE SERVICE PROVIDER**

1.	<p>The Service Provider is .....</p> <p>Address: .....</p> <p>Telephone: .....</p> <p>Facsimile: .....</p>
2	<p>The authorised and designated representative of the Service Provider is:</p> <p>Name: .....</p> <p>The address for receipt of communications is:</p> <p>Telephone: .....</p> <p>Facsimile: .....</p> <p>Address: .....</p>