



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

EMALAHLENI LOCAL MUNICIPALITY



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TENDERING PROCEDURES

THE TENDER

Part T1: Tendering Procedures

- T1.1 Tender notice and invitation to tender
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ELM 05/2025

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T1.1 TENDER NOTICE AND INVITATION TO TENDER

Emalahleni Local Municipality invites tenders from suitably qualified service providers for the appointment of a panel of service providers for the provisioning of hardware in Information Technology services for a period of three years (36 months)

Tender Documents will be available from the www.emalahleni.gov.za website and can be downloaded free from www.etenders.gov.za . **No Compulsory briefing will be held**; however, any queries may be communicated to the Supply Chain Management unit.

Tenders are to be completed in black ink and completed in accordance with the conditions and rules contained in the tender documents. The tenders and relevant documents must be sealed in an envelope and externally endorsed with **ELM 05/2025: APPOINTMENT OF PANEL OF SERVICE PROVIDERS FOR THE PROVISIONING OF HARDWARE IN INFORMATION TECHNOLOGY SERVICES FOR A PERIOD OF THREE YEARS (36 MONTHS)** and be deposited in the Tender Box, Emalahleni Local Municipality, Civic Centre, 29 Mandela Street, Emalahleni, 1035 on or before **11h00 on 25 October 2024**. The tenders will immediately be opened in public. The Tenders shall remain valid for a period of 90 days from the closing date. Telegraphic, telephonic, fax, telex e-mail or late tenders will not be accepted.

Tenders will be evaluated in terms of the Supply Chain Management Policy of Emalahleni Local Municipality. The lowest or any tender will not necessarily be accepted, and Emalahleni Local Municipality reserves the right not to consider any tender not suitably endorsed or comprehensively completed, as well as the right to accept the tender in whole or part. Suppliers and/ or Service Providers need to be registered on CSD.

Technical and administrative queries may be directed to Nyundu B of Emalahleni Local Municipality at 013-6409 or nyundubg@emalahleni.gov.za

A preferential point system shall apply whereby a contract will be allocated to a tenderer in accordance with the Preferential Procurement Regulations, 2022 and as defined in the Conditions of Tender in the tender document, read in conjunction with the Supply Chain Management Policy of Emalahleni Local Municipality where **80** points will be allocated in respect of price and **20** points in respect of Specific goals.



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The specific goals allocated points in terms of this tender:

A total of 15 preference points shall be allocated on a proportional or pro rata basis for contracting an enterprise owned by historically disadvantaged persons or individuals who meet the following requirements -

- for 100% black person or people owned enterprise 5 points
- for at least 30% woman or women shareholding or owned enterprise 5 points
- For at least 30% youth shareholding or owned enterprise 2.5 points
- for at least 30% people living with disability shareholding or owned enterprise 2.5 points

A total of 5 preference points shall be allocated on a proportional or pro rata basis for implementing of programmes for RDP –

- for enterprise regarded as EME located within the local area of jurisdiction. 5 points

No awards will be made to a person:

- Who is in the service of the state;
- If that person is not a natural person, of which any director, manager, principal shareholder or stakeholder is a person in the service of the state; and/or
- Who is an advisor or consultant contracted with the municipality or municipal entity.

**HS MAYISELA
MUNICIPAL MANAGER**