



OVERBERG DISTRICT MUNICIPALITY

Tenders are hereby invited for the following:

1. T22-2017/18: OFFICE 365

Tenders are herewith awaited from qualified service providers to submit proposals for Office 365.

Tender specification documents can be obtained from Ms C Reid at Tel: 028 050 0910; Fax: 028 424 2512 or e-mail: creid@odm.org.za. **A non-refundable fee of R240.00 (two hundred and forty rand), is payable for a set of documents.** The fee must be paid by bank guaranteed cheque issued in favour of the Overberg District Municipality or an electronic payment (use company name and tender no. as reference).

Duly completed tenders must be placed in a sealed envelope endorsed “**1. T22-2017/18 OFFICE 365**”. The sealed tenders **must** be placed in the tender box at the Council Offices situated at **26 Long Street/Private Bag X22, Bredasdorp, 7280** by no later than **12:00 on Wednesday, 22 August 2018**. Tenders will be opened in public thereafter.

Tenders submitted by fax, e-mail, or received after the closing time and date shall not be accepted.

Overberg District Municipality shall apply its Municipal Supply Chain Management Policy as adopted in terms of section 111 of the Local Government Municipal Finance Management Act, 2003 (Act No 56 of 2003) and the relevant regulations. Tenders will be evaluated according to the criteria and weight of the 80/20 preferential procurement system. **Bidders must submit a valid Tax Clearance Certificate issued by the South African Revenue Services.**

It is the prerogative of the municipality not to accept the lowest, a part of or any tender at all.

**DP BERETTI
MUNICIPAL MANAGER**