



SEKHUKHUNE
District Municipality

Private Bag X8611 Groblersdal 0470, 3 West Street Groblersdal 0470
Tel : (013) 262 7300, Fax: (013) 262 3688
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ADVERTISEMENT

PUBLIC NOTICE: SK-8/2/1-051/2025/2026

IN TERMS OF SEKHUKHUNE DISTRICT MUNICIPALITY SUPPLY CHAIN MANAGEMENT POLICY, QUOTATIONS ARE HEREBY INVITED FROM ELIGIBLE AND INTERESTED COMPANIES, CONSORTIUM OR JOINT VENTURES TO BID FOR THE APPOINTMENT OF SERVICE PROVIDER FOR THE RENEWAL OF VIRTUAL SOFTWARE FOR ONE ROOM COUNCIL CHAMBER AND TEN (10) VIRTUAL SOFTWARE LICENSES FOR TWELVE (12) MONTHS

SPECIFICATIONS

ITEM	DESCRIPTION	QUANTITY	DURATION
1	Virtual workplace pro (10) licences	10	12 Months
2	Virtual rooms (1) licence	1	12 Months

Fully Completed quotation documents and Priced must be placed in a sealed envelope and marked **(APPOINTMENT OF SERVICE PROVIDER FOR THE RENEWAL OF VIRTUAL SOFTWARE FOR ONE ROOM COUNCIL CHAMBER AND TEN (10) VIRTUAL SOFTWARE LICENSES FOR TWELVE (12) MONTHS)** deposited in a tender box at Groblersdal Fire Station by no later than 11h00 on 12 June 2026. No compulsory briefing session will be held. For further information, contact Voster Masemola of SCM on 013 262 7656 or Thabiso Mashaba of IT on 013 262 7300.

Please note:

The following returnable documents are compulsory and will lead to disqualification if not attached.

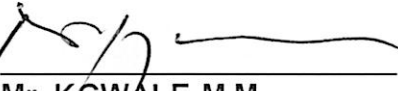
- Tax Compliance Status Pin/Tax Clearance Certificate
- Valid Copy of Company Registration documents
- Original Certified ID copies of Directors (Not older than 3 months)
- The Municipal rates for the bidder and its directors in respect of which payment is not overdue for more than 90 days or proof of lease agreement including rates for the landlord. In case where the Company or Director is registered in a rural area where the rates are not paid, please attach proof from Local Authority/ Municipality and Affidavit under oath; or proof that indicates that there are no municipal rates payable
- MBD 4, MBD 8, MBD 9 and MBD 6.1 forms must be signed and attached with quotation.
- CSD Summary Report.

- Any alterations must be signed. ((NB: not initialed)
- Telegraphic, facsimile, e-mailed, Copy and telex bids will not be accepted.
- No late bids will be accepted.

Evaluation Criteria

1. A preferential points system shall apply whereby the points will be allocated in accordance with the Preferential procurement Regulations of 2022, where 80 points will be allocated in respect of price and 20 points in respect of preference points claimed for attainment of other specified goals summarized as follows:

HDI SPECIFIC GOALS	POINTS
HDI (Blacks, Indians and Coloureds)	12
Woman-Ownership of more than 50%	2
Disability ownership of more than 50%(Physically impaired)	2
Youth	2
Locality	2
Total	20


 Mr. KGWALE M.M
 MUNICIPAL MANAGER

02/06/2024
 Date



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**TERMS OF REFERENCE
FOR
VIRTUAL SOFTWARE LICENSE FOR TWELVE MONTHS
SEKHUKHUNE DISTRICT MUNICIPALITY**

Project:	Renewal of Virtual Software License for twelve months.
Department:	Information and Communication Technology
Institution:	Sekhukhune District Municipality
Location:	Groblersdal
Report to:	Manager: ICT

FUNCTIONALITY

Functionality will be evaluated as follows:

Sekhukhune District Municipality adheres to the provisions of Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000). The 80/20 preference point system shall be applicable during the evaluation of bid. The amended PPPFA regulation 2022 will be used.

First stage: Returnable Documents & completeness.

Second Stage: Functionality – 100 points (minimum overall score of 80 points). Only bidders who achieve a minimum of 80 points or more will proceed to the third stage.

Third Stage: Preferential Point System (80:20); 80 for price and 20 for Specific goals

Evaluation Criteria

Minimum points/score for functionality is 80, anyone who serves below 80 points will be disqualified for further evaluation.

CRITERION	POINTS
Company experience in installation of virtual software or related projects. (Attach signed and stamped reference letter/s) 1 month to 6 months experience (10) 7 months to 11 months (20) 12 months to 36 months (30)	(50) points
Company members of / certificates of. 1. Audio virtual meetings reseller member (50)	(50) points
Total	(100) points