



SEKHUKHUNE
District Municipality

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PUBLIC NOTICE: SK-8/2/1-060/2024/2025

IN TERMS OF SEKHUKHUNE DISTRICT MUNICIPALITY SUPPLY CHAIN MANAGEMENT POLICY, QUOTATIONS ARE HEREBY INVITED FROM ELIGIBLE AND INTERESTED COMPANIES, CONSORTIUM OR JOINT VENTURES TO APPOINT SERVICE PROVIDER TO PURCHASE AND RENEW SOFTWARE LICENSES FOR USERS FOR TWELVE MONTHS

NO	DESCRIPTION	QTY	SIZE
1.	Virtual software for one room council chamber software, 10 virtual software licenses for users for twelve months <ul style="list-style-type: none">Virtual workplace Pro licensesVirtual rooms licenses	10 1	N/A

Fully Completed quotation documents, Priced, and initialed each page must be placed in a sealed envelope and marked **APPOINTMENT OF SERVICE PROVIDER TO PURCHASE AND RENEW SOFTWARE LICENSES FOR USERS FOR TWELVE MONTHS** deposited in a tender box at Groblersdal Fire Station by no later than 11h00 on **30/05/2025**. No compulsory briefing session will be held. For further information, contact **Voster Masemola** of SCM on 013 262 7656 or Thabiso Mashaba 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)
- Proof of municipal rates and taxes for both company and Director(s) not in arrears for more than three months 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 and affidavit under oath indicating 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 be not accepted.
- No late bids will be accepted.

Evaluation Criteria

The bid will be evaluated on Functionality as per the attached TOR'S. Bidders who fail to score the minimum score will be disqualified

- 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


 Date

SEKHUKHUNE DISTRICT MUNICIPALITY

2024/2025



SEKHUKHUNE DISTRICT MUNICIPALITY

*3 Wes Street, Groblersdal, 0470
Tel: 013 262 7300*

**TERMS OF REFERENCE FOR
VIRTUAL SOFTWARE LICENSE FOR TWELVE MONTHS**

SEKHUKHUNE DISTRICT MUNICIPALITY

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

1. FUNCTIONALITY

Functionality will be valued as follows:

Assessment Criteria

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

Company experience in installation of virtual software or related projects. Appointment letter(s) or signed and stamped reference letter(s). 1 month to 6 months experience (15) 7 months to 11 months (30) 12 months to 36 months (50)	(50) points
Company members of / certificates of. 1. Audio virtual meetings reseller member (50)	(50) points
Total	(100) points