



NKANGALA DISTRICT MUNICIPALITY



APPOINTMENT OF A PANEL OF SERVICE PROVIDERS FOR THE SUPPLY AND DELIVERY OF OFFICE STATIONERY FOR A PERIOD OF 36 MONTHS (AS AND WHEN REQUIRED)

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- C3 Scope of Work

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TENDERING PROCEDURES

THE TENDER

Part T1: Tendering Procedures

- T1.1 Tender notice and invitation to tender
- T1.2 Tender Data



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T1.1 TENDER NOTICE AND INVITATION TO TENDER

Nkangala District Municipality invites tenders for the appointment of a panel of service providers for the supply and delivery of office stationery for a period of thirty-six (36) months (As and when required). Tender documents will be obtainable from the **26th of November 2021** on www.etenders.gov.za.

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 the description: **Appointment of a panel of service providers for the supply and delivery of stationery for a period of thirty-six (36) months** and be deposited in the Tender Box, Ground Floor, Nkangala District Municipality, 2A Walter Sisulu Street, Middelburg, Mpumalanga not later than **12H00** on **04 January 2022**. Public opening will not be allowed due to Covid 19 regulations. **The Tenders shall remain valid for a period of a minimum of 90 and a maximum of 120 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 the Nkangala District Municipality. The lowest or any tender will not necessarily be accepted and suitably the Nkangala District 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.

Technical queries may be directed to Ms MK Mathibe (Corporate Services Department) at 013 249 2207/2084/2088 and administrative enquiries may be directed to the Supply Chain Management Unit of the Nkangala District Municipality at 013 249 2104 / 2105 / 2107 /2110.

MM SKOSANA
MUNICIPAL MANAGER
NKANGALA DISTRICT MUNICIPALITY