



**REQUEST FOR QUOTATION**  
**Request for Procurement: Active directory audit software**

| Date:      | Bid No:           | Description                     | Closing Date                  | Enquiries   |
|------------|-------------------|---------------------------------|-------------------------------|---|
| 08/10/2019 | 8/2/749/2019-2020 | Active Directory Audit Software | <b>16 October 2019 @11h00</b> | Technical Queries: Ms A Bantwini<br>040 673 3095<br>Email: <a href="mailto:abantwini@ngqushwamun.gov.za">abantwini@ngqushwamun.gov.za</a><br><br>Binding Queries: Mr S Gayiya<br>040 673 3095<br><a href="mailto:sgayiya@ngqushwamun.gov.za">sgayiya@ngqushwamun.gov.za</a> |

Bid documents will be available at the **Cashier's office in Ngqushwa Municipality, Erf 313, Main Road, Peddie** between 08H00 – 16H30 upon payment of a **non-refundable fee of R150**. Payment must either be cash or a bank guaranteed cheque payable to Ngqushwa Municipality.

Completed sealed bid documents, addressed to the Municipal Manager and marked with “**Description of the project and the bid number**” must be deposited in the Bid box situated at Ngqushwa Municipal offices Erf 313, Main Street, Peddie, not later than **16 October 2019 @ 11H00**.

| EVALUATION | CRITERIA |
|------------|----------|
| PRICE      | 80       |
| BEE        | 20       |
| TOTAL      | 100      |

**SUPPLIERS/SERVICE PROVIDERS SHALL TAKE NOTE OF THE FOLLOWING BID CONDITIONS:**

- [a] The Ngqushwa Local Municipality Supply Chain Management Policy will apply;
- [b] The Ngqushwa Local Municipality does not bind itself to accept the lowest Bidder or any other Bid and reserves the right to accept the whole or part of the BID;
- [c] Bids which are late, incomplete, unsigned or submitted by facsimile or electronically, may not be accepted.
- [d] Price(s) must be valid for at least ninety (90) days from date of bid closing.
- [e] Price(s) quoted must be firm and must be inclusive of VAT
- [f] A firm delivery period must be indicated
- [g] For all transactions exceeding R15 000,00 your original tax clearance certificate must be furnished from SARS. (Tax Clearance Certificate – original copy)
- [h] This Bid will be evaluated in terms of the 80/20 preference point system as prescribed in the Preferential Procurement Regulation of 2011 & 17 for this purpose the service providers are

required to submit together with their bids the Original and valid B-BBEE Status Level Verification Certificate or Certified copies thereof.

- (i) Certified copy/s of IDs, CK Certificate must be attached .
- (j) **Only service providers registered on the Central Suppliers Database will be considered.**
- (k) Must provide a Municipal Levy Clearance certificate/Municipal account of not older than three months from a municipality where the entity operates (lease agreements and sworn statements/ affidavits are also accepted). Failure to do so will result in disqualification.

**M MPAHLWA**  
**MUNICIPAL MANAGER**