



## **BERGRIVIER MUNICIPALITY**

### **TENDER 8/3/36-2022 / MN251/2022: PROVISION OF BILL PAYMENT SERVICES (MUNICIPAL BILL RATES & SERVICE PAYMENTS) FOR A PERIOD ENDING 30 JUNE 2025**

**TENDERS** are hereby requested from service providers for the provision of bill payment services (Municipal Bill Rates and Service Payments) for a period ending 30 June 2025, as set out in the specifications.

Bids, in sealed envelopes, clearly marked "**Tender No 8/3/36-2022 / MN251-2022: Provision of bill payment services for a period ending 30 June 2025**", must be placed in the tender box at the Municipal Offices, 13 Church Street, Piketberg no later than **12:00 on Friday, 20 January 2023**, when the bids will be opened in public. **Bids addressed to any municipal official in his/her personal capacity will not be considered and will immediately be disqualified. It is the bidder's responsibility to make sure that bids are being placed in the tender box by courier companies. The Municipality will not be held accountable for any bids not being placed in the tender box by courier companies.**

Tender documents can be obtained from Ms. Revedy Hendricks, Bergrivier Municipality, 13 Kerk Street in Piketberg, during normal office hours from Monday to Friday 08h00 – 16h00, at a cost of **R750.00 per set (Vat Inclusive)**. **The amount must be deposited into the account of Bergrivier Municipality at Nedbank, Piketberg, Current Account No.: 116 976 1380, Branch 198765.** The reference number when doing payment is T 8/3/36-2022 – Company Name. Proof of payment is necessary when collecting tender documents. **Documents will be available from Monday, 28 November 2022 at 09h00.** All technical enquiries can be addressed to Mr. Martin Crous at tel. no. 022 913 6000 or e-mail: **crousm@bergmun.org.za**.

Tenders must be valid and binding for one hundred and twenty (**120**) days after closing date.

**A compulsory site meeting is scheduled on Wednesday, 07 December 2022 at 11h00, at Bergrivier Municipal Offices, 13 Kerk street, Piketberg.**

Bids will be evaluated using the Council's Supply Chain Management Policy. It is therefore compulsory that the Preference Point Claim form for the Preferential Procurement Regulations is completed in full to make application for preference points. **The Bid price must be VAT inclusive.**

Bidders must be registered as a prospective supplier on National Treasury's Central Supplier Database (CSD). The Tax Clearance Certificate/ Tax Compliance Status (TCS) Pin/ Centralised Suppliers Database (CSD) Registration Number must be submitted together with the bid. Failure to submit a Tax Clearance Certificate/TCS Pin/CSD registration number may result in the invalidation of the bid.

Only bids completed in **black** ink on the original Bid documentation will be accepted. Late, incomplete or Bids submitted by facsimile or email will not be accepted. Proof of submitting a Bid will not be accepted as proof of the Bid having been received. The Municipality is not obliged to accept the lowest or any Bid submitted to it. The Municipality reserves the right to accept any Bid in full or in part. If prices offered are cost effective Council reserves the right to procure more items to take financial advantage thereof.

**MUNICIPAL OFFICES  
13 CHURCH STREET  
PIKETBERG  
7320**

**ADV. HANLIE LINDE  
MUNICIPAL MANAGER**

**MN251/2022**

**25 November 2022**