



TENDER INVITATION

Moghaka Local Municipality hereby invites interested prospective bidders to submit offers for the following proposals:

BID NO.	DESCRIPTION	BID AMOUNT	PREFERENTIAL POINTS SYSTEM	CIDB GRADING	CONTACT PERSON	SCM CONTACT PERSON	COMPULSORY BRIEFING DATE	CLOSING DATE FOR TENDERS
2/2/007/2025-26	Appointment of A Service Provider For Supply, Delivery and Installation of 2 Servers	Non-Refundable Printing Fee: R 2 000	80/20 80 - Price 20 - Specific Goals: Locality = 10 B-BBEE Status Level Contributor = 10	N/A	Mr. K. Moroke Tel: 056 216 9205 E-mail: karabom@moqhaka.gov.za	Mr. T Lekhonthula Tel: 056 216 9184 E-mail: tsietsil@moqhaka.gov.za	Wednesday 18 March 2026 @09:00-10:00 (Allen Rautenbach Hall)	Wednesday, 02 April 2026 @12:00
3/2/008/2025-26	Supply & Delivery of Fleet Oil and Other Lubricants for A Period Of Three Years	Non-Refundable Printing Fee: R 2 000	80/20 80 - Price 20 - Specific Goals: Locality = 10 B-BBEE Status Level Contributor = 10	N/A	Mr. B Khoza Tel: 056 216 9246 E-mail: benk@moqhaka.gov.za	Ms. P Liphoko Tel: 056 216 9185 E-mail: palesal@moqhaka.gov.za	N/A	Tuesday, 14 April 2026 @12:00

POTENTIAL BIDDERS CAN DOWNLOAD THE FREE COPY OF THE COMPLETE BID DOCUMENT FROM THE E-TENDER PORTAL AT:

www.etender.gov.za

- Bidders who downloaded the complete bid documents from E-tender do not have to pay the non-refundable printing fee.

Bid documents will be available on/from 11 March 2026 from 08:00 am to 15:30pm (Mondays-Thursdays) and 08:00 am to 13:00pm (Fridays), until the closing date. Upon payment of a cash non-refundable printing fee as per document, at the cashier office, Municipal Building, Hill Street, Kroonstad. The bid documents can then be collected from the Supply Chain Management Offices, Kroonstad Municipality (Magasyn Building), Cnr 11th & 12th Way, Kroonstad, 9499.

Payment Of Non-Refundable Fee:

Payment of the non-refundable printing fee of R2000.00 can be made at the cashiers at the main Municipal Building, Hill Street or directly into the municipal bank account. If an EFT payment is made, the proof of payment (Pop) can be forwarded to the relevant SCM contact person as mentioned above via email, then the bid document should be collected from the SCM offices, at Kroonstad Municipality (Magasyn Building), Cnr 11th & 12th Way, Kroonstad, 9499.

Moqhaka Local Municipality Banking Details:

Bank: ABSA Bank Kroonstad
Account Number: 40-5327-4876
Branch Code: 334536
Bidder Reference: Company Name and Tender Number

Submission of Tenders:

By hand: Bid documents and supporting documents must be sealed and externally endorsed with the **Bid Name, Bid Number and Bid Description** and placed in a bid box, **at the SCM Offices, Kroonstad Municipality (Magasyn Building), Cnr 11th & 12th Way, Kroonstad, 9499.**

Opening of Tenders

Tenders will be opened in public.

Bidders must take note of the following:

- **Bidders are required to bind their bidding documents in a presentable manner and not include loose papers.**
- The Bid document contains all the returnable documents, and each page must be initialled.
- **All MBD's must be signed and witnessed by two witnesses, where requested. Unsigned bids will be disqualified;**
- **The following compulsory documents must be attached:**
 1. The company's registration documents,
 2. Copies of the identity documents the company's directors (not older than six (6) months (180 days).
 3. The company's Tax Clearance Certificate / TCC Pin.
 4. A copy of the bidder's registration and grading certificate with the CIDB (Where applicable).
 5. The proof of CSD registration document.
- **The company's Municipal rates, taxes statement.**
 - a) The municipal rates and taxes statement, which is in the name of the company, not older than three (3) months; or
 - b) The Clearance Certificate issued by the bidding companies' local municipality, which is in the name of the company, not older than three (3) months; or
 - c) The completed Municipal Form with either the stamp of the municipality or the landlord, which is in the name of the company, not older than three (3) months or

- d) An official letter which is in the name of the company from the local tribal authority, not older than three (3) months; or
 - e) A valid signed lease agreement which is in the name of the company, that clearly shows the business address (not expired at closing date), **accompanied** by tax invoice/statement of account/municipal rates & taxes statement from the estate agent / landlord not older than three (3) months; or
 - f) If the municipal rates and taxes statement is in the Landlord's or Director's name an affidavit certified by the commissioner of oaths **must** be attached indicating that the company/enterprise is operating from the stated address, **accompanied** by their municipal rates and taxes statement (not older than three (3) months).
 - g) No contract shall be concluded with any bidder whose municipal rates and taxes and municipal services charges are in arrears.
- In terms of Joint Venture: bidders must attach a joint venture agreement and ID (preferably certified) copies of the Company's Directors; further to this, parties to the joint venture agreement must ensure that they submit all the required compulsory documents for each company as stated in the advert.
 - Late, unsigned, or incomplete bids will be disqualified.
 - Bids must only be submitted on the bid documentation provided by the Moqhaka Local Municipality.
 - Bids will be evaluated according to the 80/20 or 90/10 for preferential points system.
 - Bids shall remain valid for 120 (one hundred and twenty) days after the tender closure date.
 - No bids will be considered from persons in the service of the state as defined in the municipal supply chain management regulations (government gazette no 27636 dated 30 May 2005).
 - Preference will be given to service providers within Moqhaka Local Municipality.
 - Moqhaka Local Municipality reserves the right to appoint, contract with and monitor the performance of any service provider it deems will offer the best service in line with the specifications / requirements.
 - Bidders are required to submit all bid documentation on the tender closing date. No additional or new bid documentation will be accepted after tender closing date. Failure to adhere to this will result in the bid being disqualified for non-compliance with the terms and conditions of this bid.
 - The Municipality does not bind itself to accept the lowest or any tender and reserves the right to accept any or none of the tenders submitted, as it may deem expedient.
 - The Municipality also reserves the right, in its sole discretion, to re advertise or not to award the tender;
 - Failure to attach the above-mentioned copies will result to a tender being non-responsive;
 - The municipality will only communicate the outcome of the bid with the successful bidder and more information can be obtained from the municipal website.

Enquiries

All enquiries pertaining to Supply Chain Management Matters can be directed to at 056 216 9184 / 85 / 86 / 87.