



## BEAUFORT WEST MUNICIPALITY



NOTICE No. 02/2010

### SCM: 19/2010 SUPPLY, DELIVERY, INSTALLATION, MAINTENANCE AND FINANCING OF OFFICE AUTOMATION EQUIPMENT

Quotes are invited by the Municipal Manager of the BEAUFORT WEST Municipality for the supply, delivery, installation, maintenance and financing of the following Multi-Functional Office Machines:

#	Office	Average Monthly Prints
1.	Housing	2 500
2.	Kwa-Mandlenkosi	1000
3.	Municipal Manager	1000
4.	Traffic Services	10 000
5.	Traffic Services	2 500

Bid documents including the full specifications are available from Mrs. S.A. Pothberg at the office of the Supply Chain Management Unit, Simpson Road, BEAUFORT WEST, Tel. 023 4148100 or electronically from the following e-mail addresses: [senel@beaufortwestmun.co.za](mailto:senel@beaufortwestmun.co.za) or [treasury@beaufortwestmun.co.za](mailto:treasury@beaufortwestmun.co.za). Enquiries may be addressed to Pedro Peters at the following e-mail address: [pedro@beaufortwestmun.co.za](mailto:pedro@beaufortwestmun.co.za).

Bids in sealed envelopes endorsed "**SUPPLY, DELIVERY, INSTALLATION, MAINTENANCE AND FINANCING OF OFFICE AUTOMATION EQUIPMENT**" must be mailed to: **PRIVATE BAG 582, BEAUFORT WEST, 6970** or **be deposited in the TENDER BOX at the Office of the DIRECTOR: CORPORATE SERVICES, at the Sanlam Building, 112 DONKIN STREET, BEAUFORT WEST**, to reach the undersigned by not later than **12:00 on FRIDAY, 29 January 2010**, on which date bids received, will be opened in public in the Committee Room of the BEAUFORT WEST MUNICIPALITY. Any person desiring to be present may attend.

Bids will not be accepted in electronic format. No bids will be accepted after the deadline. The quote must be valid for 60 days with effect from the closing date. The BEAUFORT WEST MUNICIPALITY is not bound to accept the lowest or any quote.

Municipal Offices  
112 Donkin Street  
**BEAUFORT WEST**  
6970  
[6/2/1]

**J BOOYSEN**  
**MUNICIPAL MANAGER**