



**KOUKAMMA LOCAL MUNICIPALITY**

**TENDER NOTICE AND INVITATION TO TENDER FOR THE FOLLOWING PROJECT:**

| <b>Project Name</b>                                                                                                                             | <b>Minimum Requirements</b>                                                                                                                                                                                                                                                                                                                                                                                                                 |
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| Bid No. 11/2026: Provision of Annual Financial Statements Automated Tool / Software Solution for a period of 3 years.                           | <b>1. Experience in Projects</b> <ul style="list-style-type: none"><li>- A minimum of 3 Completed Projects in the AFS software provision.</li></ul> <b>2. Key Personnel</b> <ul style="list-style-type: none"><li>- 1x Project Manager, must have a CA(SA) or ACCA and NQF Level 7 in accounting with 5 years relevant experience.</li><li>- Software Specialist or Champion must have a minimum of 5 years' relevant experience.</li></ul> |
| Bid No. 12/2026: Supply and Delivery Tools of Trade – Koukamma Municipal Councillors (Laptops and Mobile Data Solution) for a period of 3 years | <b>1. Experience in Projects</b> <ul style="list-style-type: none"><li>- A minimum of 3 Completed Projects in the supply and delivery of IT materials.</li></ul> <b>2. Proof of Agreement with a Network Provider</b> <p>The bidder must attach proof of agreement with a Network Provider for data provision.</p>                                                                                                                          |

**NB:** Bidders must submit all supporting documentation necessary to meet specific minimum requirements as stipulated in detail in the bidding document and only bidders who meet the specific minimum requirements will be considered responsive and be evaluated further based on Price and Municipal Specific Goals.

The physical address for collection of tender documents is: The Koukamma Local Municipality, 05 Keet Street, Kareedouw, 6400. **Tender documents will be available from 09H00 on Wednesday, the 5<sup>th</sup> of November 2026 at a cost of R350.00.** Contact person regarding collection of these documents is Zintle Mdingi, Tel No: 042 288 7257, email: [zintle.mdingi@koukamma.gov.za](mailto:zintle.mdingi@koukamma.gov.za).

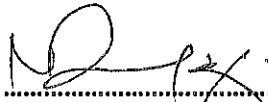
Tenders shall be placed in a sealed envelope, endorsed with the correct **Project Name, and Bid Number** for the project, and be placed in the Tender Box at the Municipal Offices, **05 Keet Street, Kareedouw, 6400**, not later than **12h00 on Friday, the 4<sup>th</sup> of December 2026**, at which time the tenders will be opened in public. Tenders are to be submitted on the tender documentation provided by the Municipality. Telegraphic, telexed, faxed, or emailed tenders will not be considered. Tenders that are not submitted in properly sealed and marked envelopes and/or deposited in the tender box as prescribed in this notice on the date and time indicated will **NOT** be opened or considered.

**Bids will be evaluated and adjudicated according to the following criteria:**

- **Specific Minimum Requirements:** Tender offers will only be considered responsive if the specific minimum requirements are achieved.
- 80/20 preference points system will apply in terms of the Preferential Procurement Regulations of 2022, 80 for price and 20 in terms of the Municipality's specific goals as clearly outlined in the tender document and in our SCM policy that can be found at [www.koukammamunicipality.gov.za](http://www.koukammamunicipality.gov.za). Bidders must attach a recently downloaded full CSD report, and directors' ID copies of the entity to secure points on Specific Goals.
- *The guidelines for locally produced or manufactured goods with a stipulated minimum threshold where applicable will be applied.*
- *Bidders are required to attach their Tax Clearance Certificate, Statement of Signatory, valid Workmen's Compensation Registration Certificate, Municipal Billing Clearance Certificate or Valid Lease Agreement, latest downloaded CSD Report, JV agreement & other compliance documents of the JV partner, Company Registration Certificate, the bidder is required to comply with all the*

*tender requirements and the Tender Document must be completed in full and signed where required.*

- In case of Joint Venture, all parties in the Joint Venture are required to submit both of their compliance documents listed above.
- All Entities whose contract was terminated by the Municipality for poor performance or contravention with the terms of contract in the past 5 years, will be disqualified.
- **NB: No tenders will be considered from persons in the service of the state.**
- The Municipality reserves the right to accept a tender in full, partially, or not at all and is not obliged to accept the lowest tender received, And the Municipality reserves the right to scale down on the scope of work for the contract value to fit into the available budget for the 2026/27 financial year.
- A tender must remain valid for a period of 90 days from the closing date for the submission of tenders.
- All **technical enquiries** must be directed only via email to Mr T. Mrwetyana at [thanduxolo.mrwetyana@koukamma.gov.za](mailto:thanduxolo.mrwetyana@koukamma.gov.za) for Bid No. 11/2026, and Mr Molefe Molefe at [mmolefe@koukamma.gov.za](mailto:mmolefe@koukamma.gov.za) for Bid No. 12/2026.



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**Ms. Ntombikayise Myengeza**  
**Acting Municipal Manager**