



# AMATOLA WATER TENDER NOTICE

Amatola Water Board is a state-owned, South African water utility established in November 1997 and is mandated to render water services to water sector institutions, local government and other customers in the Eastern Cape.

## TENDER 8

**DESCRIPTION: ESTABLISHMENT OF A PANEL OF STATIONERY SUPPLIERS FOR THE SUPPLY AND DELIVERY OF STATIONERY FOR A PERIOD OF 3 YEARS**  
**TENDER NO: AW2019/20-25**

### **BID INVITATION, BRIEFING SESSIONS AND BID CLOSING DETAILS**

Suitably experienced and qualified Suppliers are invited to respond to this bid invitation.

<b>Bid Number</b>	<b>Compulsory Briefing Sessions</b>	<b>Bid Closing Date and Time</b>
<b>AW2019/20-25</b>	<b>A compulsory pre-tender clarification meeting will be held at 14h00 on the 15<sup>th</sup> November 2019. Prospective tenderers are to meet Amatola Water Representatives at Nahoon Dam Boathouse, Nahoon Dam, East London</b>	<b>2<sup>nd</sup> December 2019 @ 11h00</b>

### **BID CONDITIONS**

- The PPPFA and other relevant procurement legislation applicable to a 3B entity will apply.
- The 80/20 point scoring system will be utilised in terms of the PPPFA regulations
- Tenders which are late, incomplete, unsigned will not be accepted.
- Amatola Water does not bind itself to accept the lowest or any tender and reserves the right to accept any tender or portion of the tender.

The following declaration forms must be completed:

- SBD 1: Invitation to Bid
  - Form B: Schedule of previous similar contracts satisfactorily carried out by the tenderer
  - SBD 3.1: Pricing Schedule
  - SBD 4: Declaration of Interest
  - SBD 6.1: Preference Claim Form – no points will be allocated for preference if this form is not completed.
  - SBD 8: Declaration of Bidder's Past SCM Practices
  - SBD 9: Certificate of Independent Bid Determination
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- ✓ All forms, annexures, addendums and specifications shall be signed and completed and returned with the Bid Document as a whole.
  - ✓ Failure to sign and / or complete the declaration part of this bid will result in the bid being disqualified.
  - ✓ The lowest or any Bid will not necessarily be accepted.
  - ✓ The bid document must be completed in all respects in non-erasable ink.
  - ✓ Bids must be submitted on original bid documents.
  - ✓ Bid documents must remain intact and no portion may be detached.
  - ✓ All Bids must remain valid for a period of 90 (ninety) days from the closing date as stipulated in the Bid document.

### **ACCESS TO TENDER DOCUMENTS**

Tender documents can be downloaded free of charge from **08h00 on 8<sup>th</sup> November 2019** from the Amatola Water website at [www.amatolawater.co.za](http://www.amatolawater.co.za) – go to the tenders page.

**TENDER SUBMISSION**

The original completed bid documents and all supporting documents, must be submitted in a sealed envelope or parcel endorsed/marked with the Bid Number and Bid Description as detailed above. The sealed envelope must be deposited in the Bid/Tender Box located in the reception area of Amatola House, 6 Lancaster Rd, Vincent, East London prior to the closing date and time stipulated above. The bid submissions will be opened in public shortly after the closing time.

**TENDER ENQUIRIES**

No telephonic enquiries relating to this tender will be entertained. All enquiries regarding this tender must be in writing only and must be directed to: Mr S Biyela, Fax: (043) 707 3770, E-mail: [sbiyela@amatolawater.co.za](mailto:sbiyela@amatolawater.co.za)

**Mrs V Zitumane**  
**Chief Executive**