SWARTLAND MUNICIPALITY

NOTICE SCM92/26/27

INFORMAL TENDER: RENEWAL OF PABX SOFTWARE AND RECORDING SOFTWARE

Swartland Municipality awaits quotations from suitably experienced service providers for the Renewal of Pabx Software and Recording Software as per the specifications stated in the official bid documentation.

The documents can be obtained from Jo-Maré van der Westhuizen at vanderwesthuizenj@swartland.org.za or (022) 487-9700 during normal office hours at the Municipal Offices, Kerk Street, Malmesbury. A non-refundable cash fee of **R105.40** is payable to Swartland Municipality for collection of **hard copy** tender documents. The tender document is available in electronic format on request, at no charge.

Quotations and all relevant documentation in a sealed envelope, clearly marked "Informal Tender SCM92/26/27 – Renewal of Pabx Software and Recording Software" must be deposited in the tender box at the Municipal Head Offices, on the cnr of Kerk and Voortrekker Street, Malmesbury, before 11h00 on Thursday 19 November 2026. No late quotations, electronic or faxed tenders will be accepted.

Bids will be evaluated in accordance with the Council's Preferential Procurement Policy and the attached specifications. The 80/20-preference point system will be used for the evaluation of the contract. The Preferential Procurement Policy will be available for perusal during normal office hours at the municipal offices.

For bidders to qualify for the advantages of the B-BBEE Act, they must thoroughly complete the attached Annexure MBD 6.1. **There will be no benefits if the schedule is not thoroughly completed. Preference points MUST also be claimed in paragraph 6.1.** Bidders are required to submit **original and valid B-BBEE Status Level Verification Certificates or certified copies** thereof together with their bids, to substantiate their B-BBEE rating claims. Bidders are also required to submit **Proof of Locality** in order to claim points for locality.

This Bid is subject to the General Conditions of Tender and if applicable, any other Special Conditions of Tender. Tenders may only be submitted on the tender document that is issued.

Technical enquiries regarding this tender may be directed to Mr. Johan Pienaar at 022-487 9400.

Swartland Municipality is not obliged to accept the lowest, any part of a bid or a bid.

Municipal Offices **JJ SCHOLTZ**
MALMESBURY **MUNICIPAL MANAGER**
5 November 2026