



MANTSOPA LOCAL MUNICIPALITY REQUEST FOR BIDS

The bid documents will be obtainable at Mantsopa Municipal Office (Supply Chain Management Unit) as from 24 April 2026. The bid fee is non-refundable.

BID NUMBER	DESCRIPTION	EVALUATION CRITERIA	PRICE (Non-refundable)	CIDB Grading	COMPULSORY BRIEFING SESSION	CONTACT PERSON (TECHNICAL)	SCM CONTACT PERSON	CLOSING DATE AND TIME
MLM 02/25/26	Supply, Delivery, Installation and Training of Microsoft Office 365 Business Premium (Open) and Virtual for Period of 36 Months for Mantsopa Local Municipality	Stage 1. Test for Responsiveness Stage 2: Functionality (Details in the bid document) Stage 3. PPPFA points and Financial Offers (80-Price 20-Specific Goals)	R1,100.00	Not Applicable	Date: 24 April 2026 Venue: Manyatseng Exco Chamber Time: 10h00 am	Mr. Mokhele Mohapi@051 924 0654 Email: itsupport@mantsopa.co.za	Mr KD Pharoee@051 924 0654 Email: supplychain@mantsopa.co.za	22 May 2026 11h00 am
MLM 03/25/26	Appointment of Attorneys (Panel) for Legal Matters of Mantsopa Local Municipality "As When and Required Basis" for Period of 36 Months	Stage 1. Test for Responsiveness Stage 2: Functionality (Details in the bid document) Stage 3. PPPFA points and Financial Offers (80-Price 20-Specific Goals)	R1,100.00	Not Applicable	Date: 24 April 2026 Venue: Manyatseng Exco Chamber Time: 11h00 am	Advocate M Makwella@051 924 0654 Email: dcshod@mantsopa.co.za	Mr KD Pharoee@051 924 0654 Email: supplychain@mantsopa.co.za	22 May 2026 11h00 am
All the returnable documents will be listed in all the tender documents. The tender documents must be sealed in an envelope clearly marked with the relevant tender No. and description as stated					Alternatively, direct or electronic deposits can be made to the MLM bank account: Std Bank account no: 371-180-538, branch code:055534, reference no: the bid number, all bids' documents to be collected and submitted at: SCM offices, whereas tenders must be dropped at municipal tender boxes- 38 Joubert Street, Ladybrand.			

above. Payments cannot be made at supply chain management offices but can be made at the municipal pay points. All Mantsopa offices. The tender documents will be available on 24 April 2026

1. A bidder's must be registered on the Central Supplier Database (CSD) of the National Treasury. Failure to register on the Central Supplier Database will lead to disqualification.
2. Tax compliance on CSD status.
3. In case of the Joint Venture (JV), all JV companies must have tax compliance status on CSD.
4. In case of the Joint Venture (JV), the JV must submit consolidated CSD Report, failure to have register consolidated JV on the CSD, the company will forfeit specific goals points.
5. Company Registration certificate reflecting names and identity numbers of active shareholding members.
6. In case of JV, each JV companies must attach its Company Registration Certificate reflecting names and identity numbers of active shareholders.
7. Copy of JV agreement (in case of JV).
8. The bidder must attach Municipal Rates and Taxes Account or Municipal Service Charges owed by the bidder or any its directors to the Municipality or to any other Municipality or Municipal Entity must not be in arrears more than three months.
9. In case of a JV Municipal Rates and Taxes Account not older than 90 days – for all parties must be attached. The municipal rates and taxes must not be in arrears more than 90 days.
10. No bid will be considered from the persons in the Service/Employment of the State/Government/State Owned Entities.
11. All service provider(s) are requested to submit a CIPC. Documents, Certified Copy of the ID Certificate and CSD Report with the bid on the closing dates to substantiate their claim.
12. The successful service providers will be the ones who scores the highest points.
13. The bid must be on sealed envelope.
14. Bids must be valid for a minimum period of 90 days.

Please note: In order to protect its interest Mantsopa local municipality reserves the right not to accept the lowest or any bid. Any late bid will not be accepted. it should be noted that it is the responsibility of the bidder to ensure that his/her bid is deposited in the tender box on or before the stipulated time.

Bid box: Mantsopa Local Municipality, 38 Joubert Street (Cnr. Joubert & Dan Pienaar Street), Ladybrand, 9745

 Date: 2026/04/17

Mr. Takalani Tshikundu
Chief Financial Officer

 Date: 17/04/2026

Ms. Matro Modopdi
Municipal Manager

