



OVERSTRAND MUNICIPALITY
P.O. BOX 20, Hermanus, 7200

QUOTATION NR. SC 587/2009

Quotations are hereby invited for: **Supply and installation of multi channel/port voice recording system.**

Documents, in English, are obtainable at the offices of Overstrand Municipality at the ICT Department – Carlouw Engelbrecht, Tel. 028 – 3138161 between 08:00 and 15:30 upon payment of a **non refundable** tender participation fee of **R70.00 (seventy rand)**. Cheques to be made payable to “**Overstrand Municipality**” .

*Alternatively the documents can be downloaded free of charge from our website: **www.overstrand.gov.za**.*

Sealed quotations, with “Quotation No SC 587/2009 **Supply and installation of multi channel/port voice recording system**” clearly endorsed on the envelope, must be deposited in **Tender Box No 7** at the offices of the Overstrand Municipality, Magnolia Avenue, Hermanus.

The closing date and time of this quotation is **12h00 on 06 March 2009** and will be opened as soon as possible thereafter.

Quotations must be valid for **thirty (30) days** after the closing date.

Please Note:

- **Tenders that are deposited in the incorrect box will not be considered.**
- **Tender box deposit slot is 28cm x 2.5cm.**
- **Mailed, telegraphic or faxed tenders will not be accepted.**

The tenderer is obliged:

- *By Legislation to submit an original, valid Tax Clearance Certificate;*
- *Declare all the account numbers of the Overstrand Municipality for which he/she is responsible.(No awards will be made to tenderers whose accounts reflect arrears);*
- *To duly fill in and submit the attached set of documents.*
- *To sign the quotation by the duly authorized person and the signature on the quotation will be deemed to be authorized.*

The Overstrand Municipality does not bind itself to accept the lowest or any quotation and reserves the right to accept any quotation, as it may deem expedient. Quotations are subject to the Standard Conditions of Tender, the Preferential Procurement Regulations of 2001, and the Supply Chain Management Policy of the Overstrand Municipality.

Please contact **Mr. Ernie Muller or Angelo Mitchell** at **028-313 8161 / 8140** for any other information.

DIRECTORATE COMMUNITY SERVICES
HERMANUS ADMINISTRATION



OVERSTRAND MUNISIPALITEIT
Posbus 20, Hermanus, 7200

KWOTASIE NO SC 587/2009

Kwotasies word hiermee ingewag vir: Die verskaf en installering van “multi kanaal/poort stem opname” stelsel.

Dokumente, in Engels, is verkrygbaar by die kantore van Munisipaliteit Overstrand te Hermanus IKT Departement by Carlouw Engelbrecht, Tel. 028 – 3138161 tussen 08:00 en 15:30 na betaling van ‘n **nie terugbetaalbare** tender deelname fooi van **R70,00 (sewentig rand)**, Tjeks moet uitgemaak word aan “**Overstrand Munisipaliteit**”.

*Dokumente is ook gratis beskikbaar op web-blad: **www.overstrand.gov.za**.*

Kwotasies, voltooi in elke opsig en duidelik gemerk : “**Kwotasie Nr. SC 587/2009 Multi kanaal/poort stem opname stelsel** ” en in ‘n verseëelde koevert moet in die **tenderbus no 7** by die kantore van die Munisipaliteit Overstrand, Magnoliaaan, Hermanus, geplaas word.

Die sluitingstyd en datum van die kwotasie is **06 Maart 2009 om 12h00**. Tenders sal direk na die sluitingstyd in die openbaar oopgemaak word in die Komiteekamer, Hermanus Administrasie.

Kwotasies moet geldig wees vir **dertig (30) dae** na sluitingsdatum.

Let Wel:

Tenders wat in die verkeerde tender bus geplaas word sal nie oorweeg word nie.

Die gleuf van die tender bus is 28cm x 2.5cm.

Tenders wat gepos, telegrafies versend of gefaks is sal nie aanvaar word nie.

Die Tenderaar is verplig:

- deur wetgewing om ‘n oorspronklike, geldige Belastinguitklaring Sertifikaat in te dien,
- al die rekeningnommers van die Munisipaliteit Overstrand te verklaar waarvoor hy/sy verantwoordelik is (Geen toekenning sal aan tenderaars gemaak word wie se rekening agterstallig reflekteer);
- om die meegaande stel van dokumente te voltooi en in te dien;
- om die kwotasie deur die behoorlik gemagtigde persoon te teken en die handtekening op die kwotasie sal geag word as gemagtig.

Die Munisipaliteit Overstrand is nie verplig om die laagste of enige tender wat ingedien word te aanvaar nie. Tenders is onderworpe aan die Standaard Tender Voorwaardes, Voorkeur Verkrygings Regulasies van 2001 en die Voorkeur Verkrygings Beleid van Overstrand Munisipaliteit.

Vir enige navrae kontak Mnr **Ernie Muller of Angelo Mitchell** by **028-313 8161 / 8140**

DIREKTORAAT GEMEENSKAPSDIENSTE.
HERMANUS ADMINISTRASIE



**UMASIPALA WE-OVERSTRAND
ISINIKI-XABISO/UQIKELELO-XABISO NO.SC 587/ 2009**

Kucelwa isiniki-xabiso/ uqikelelo-xabiso: **“Supply and installation of multi channel/port voice recording system “**

Amaxwebhu, abhalwe ngesiNgesi, ayafumaneka kwii-ofisi zikaMasipala we-Overstrand e IKT Departement, kuLawulo- Carlouw Engelbrecht, ifowuni 028 – 3138161 phakathi kweye-08:00 neye-15:30 usakuhlawula umrhumo wokuthatha inxaxheba kwiziniki-maxabiso **okanye ongama-R70.00 (amashumi asixhenxe eerandi)**. litsheki mazenziwe zihlawuleke ku **“Masipala we-Overstrand”**.

Okanye amaxwebhu angakhutshelwa esuka kwi-webhusayithi yethu: www.overstrand.gov.za.

Iziniki-maxabiso/uqikelelo-xabiso ezitywinwe kwabhalwa, **“ISINIKI-XABISO/UQIKELELO-XABISO NO SC 587/2009: “Multi channel/port voice recording system”** ibhalwe ngokucacileyo kwimvulophu, mayifakwe kwi **Bhokisi yeZiniki-maxabiso No 7** kwii-ofisi zikaMasipala wase-Overstrand, Magnolia Avenue, Hermanus phambi **kweye-12h00 ngomhla we 06 March 2009** kwaye emva koko ziya kuvulwa ngokukhawuleza.

Iziniki-maxabiso mazibesemthethweni kangangentsuku ezingamashumi amathathu emva komhla wokuvala.

Nceda Qaphela:

- **Iziniki-maxabiso ezifakwe kwibhokisi engeyiyo aziyi kuqwalaselwa.**
Umngxuma wokufaka webhokisi yeziniki-maxabiso ungama-28cm x 2.5cm.
Iziniki-maxabiso eziposiweyo, ezocingo okanye ezifeksiweyo aziyi kwamkelwa.

Umntu ongenise isiniki-xabiso unyanzeleke:

- *NgokoWiso-Mthetho angenise iSetifikethi sokuGunyazsa Rhafu esisemthethweni, singakotshwanga;*
- *Bhengeza zonke iinombolo zee-akhawunti zikaMasipala we-Overstrand othi abenoxanduva lwakhe. (Akusayi kunikwa bantu beziniki-maxabiso aba-akhawunti zabo zibonisa ukuba basemva ekuhlawuleni amatyala abo);*
- *Agcwalise ngokufanelekileyo aze angenise zonke iiseti zamaxwebhu anamathelisiweyo.*
- *Kusayinwe isiniki-xabiso ngumntu onegunya elifanelekileyo kwaye ukusayinwa kwisiniki-xabiso kwakuthathwa njengokugunyazisiweyo.*

UMasipala we-Overstrand akazibopheleli ekwamkeleni ixabiso elilelona liphantsi okanye nasiphi isiniki-xabiso kwaye unelungelo lokwamkela nasiphi na isiniki-xabiso, njengoko ebona kufanelekile. Iziniki-maxabiso ziphantsi koMgangatho woLawulo lweZiniki-maxabiso, uMmiselo oKhethekileyo wokuFumana ka-2001 neNkqubo yoLawulo lweTyathanga loKubonelela kaMasipala we-Overstrand.

Nceda nxibelelana no **Ernie Muller / Angelo Mitchell** kule nombolo ilandelayo **028-313 8161 / 8140** ngazo naziphi iinkcukacha ezingacacanga ozifunayo.

ULAWULO LWE-HERMANUS