

Bid No: SCM 17/2022/23

Supply Chain enquiries: 016 973 8740/44

Date: 02 December 2022

Request for formal Written Quotation

Kindly furnish Metsimaholo Municipality with a written quotation for the services as detailed on the below schedule.

RENEWAL OF THE AD SERVICE DESK SOFTWARE LICENSE

Detailed Specification, returnable forms MBD and General Conditions of Contract (GCC) are obtainable from supply chain Management unit finance building, Sasolburg 1947 at **R20.00**

The quotation must be placed on the letterhead of your business and must be delivered not later than the **09 December 2022 before 11H00** in the tender box located at Metsimaholo Local Municipality, Ground floor, Finance Building, 10 Fichardt Street, Sasolburg. The following requirements will apply:

- **Be registered on the Central Supplier Database (CSD)** and provide us with your Supplier number or attach a **Summary report**.
- **Bidder should attach proof (letter or certificate) of being an accredited Manage Engine Service Desk Plus reseller or partner.**

**NB! IT IS COMPULSORY TO PURCHASE THE BID DOCUMENT FROM THE MUNICIPALITY
FAILURE TO DO SO WILL RENDER YOUR SUBMISSION AS A NON-RESPONSIVE BID
AND WILL NOT BE EVALUATED FURTHER.**

This quotation will be evaluated in terms of 80/20 of points system as prescribed in the Preferential Procurement Policy Framework Act 5 of 2000 for this purpose the bidders are required to submit their BBBEE Certificate to claim BBBEE points.

General Conditions are available on the Municipal website for your information.

Failure to comply with the above conditions may invalidate your offer.

Adv L.M.A Mofokeng
Municipal Manager

SERVICE DESK SOFTWARE LICENSE

Products - Service Desk Manager

Required Quantity - 01 (One)

SPECIFICATIONS

Product Type - Service Desk

Duration - (02) Two years

Edition - Manage Engine Service Desk Plus

Product version - 6.5.3 or higher

Returnable Documents

- The potential bidder should attach proof (letter or certificate) of being an accredited Manage Engine Service Desk Plus reseller or partner.
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Timelines

- The successful bidder is expected to deliver the product (licenses) within **07 (seven) days** from the date the successful bidder receives the appointment letter or the formal order which ever may readily available first.

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