

TENDERS / DITHENDARA
SUPPLIERS / LEWERANSIERS / PHAHLO (THEPA)

1

ADVERTISEMENT

FSPG004/11: SUPPLY, DELIVERY, INSTALLATION, COMMISSIONING AND MAINTENANCE OF OFFICE EQUIPMENT AND LABOUR SAVING DEVICES TO THE FREE STATE PROVINCIAL GOVERNMENT

In order to obtain goods and services with the best possible value for money for Government, and to maximize the principles of economies of scale, the Free State Government is hereby inviting potential bidders for the supply, delivery, installation, commissioning and maintenance of office equipment and labour saving devices for a period of 3 years.

The services will be required for all Provincial Departments for the period stipulated. Interested bidders can obtain bid documents in person for a non-refundable amount of R200.00 from the address stated below between 08:00 until 16:00 from Mondays to Fridays with effect from **18 March 2011**.

Free State Provincial Treasury

Cnr of 55 Elizabeth and Markgraaff Street

6th Floor, Room 606B, Provincial Government Building

Bloemfontein

Method of payment:

Cash deposit and electronic transfer only. Payable to:

The Free State Treasury

Account Name: FSPG Department of Provincial Treasury

Bank: Standard Bank

Bank Code: 055534

Account Number: 240322983

Account Type: Cheque Account

Branch Name: Brandwag, Bloemfontein

Or

Cashier office Details: Payment method: cash, bank guaranteed cheque)

**TENDERS / DITHENDARA
SUPPLIERS / LEWERANSIERS / PHAHLO (THEPA)**

2

FSPG PROVINCIAL TREASURY

5th Floor, Room 520

Corner of 55 Elizabeth Street and Markgraaff Street

Provincial Government Building

Bloemfontein

9300

The unique reference number can be obtained prior to deposit at Standard Bank from the following office, Ms Nthabiseng Matlala Office Number, 051 405 4049 or 071 349 2512, Room 533 on the address stated above.

ADJUDICATION CRITERIA

The adjudication of bids will be conducted in accordance with PPPFA (90/10) and Provincial Guidelines for supply chain management in the province, on price and functionality. Bidders will be evaluated on the following basis and specific goals:

- A Price**
- B RDP Preference Points**
- C functionality (separately)**

Specific Goals:

Disfranchised:	6 points
SMME:	2 points
Women and or Disabled and or Youth:	1 point
FS Based Companies:	1 point

SUBMITTING OF BID DOCUMENT/S:

Completed bid documents should be sealed, clearly marked FSPG004/11 and delivered to the address state above on or before 11:00 on 15th April 2011 or can also be delivered at the Tender Box which is accessible 24 hours at the Free State Provincial Government Building at the Ground Floor.

Enquiries are to be directed to: Ms Linda Riddles or Pamela Sidinile: for content of the bid documents.

Tel.: 051 405 5521 / 405 5972

Ms Sarah Qwasha: for collection and payment of bids documents

Tel.: 051 – 405 4289

Bids will be opened publicly on the closing date and time stipulated. No faxed and e-mailed bids will be accepted.

Bids delivered after the stipulated time will not be considered. It is the responsibility of the bidders to ensure that bidding documents should be submitted in the bidding box.

TENDERS / DITHENDARA
SUPPLIERS / LEWERANSIERS / PHAHLO (THEPA)

3

NOTICE

REVIEW OF TARIFFS: TENDER BULLETIN AND REPRODUCTION SERVICES FOR
THE 2011 - 2012 FINANCIAL YEAR

SELLING PRICE PER COPY (Distributed through post)	Current tariffs	Proposed tariffs	% increase	Average increase
Provincial Gazette	R 16.80	R 18.80	11.9%	
Tender Bulletin	R 8.70	R 11.70	34.5%	
SELLING PRICE PER COPY (Over the counter and per e-mail)				
Provincial Gazette	R 10.70	R 11.10	3.7%	
Tender Bulletin	R 2.50	R 4.00	60.0%	27.53%
SUBSCRIPTION (Distribution through post)				
Half-yearly:				
Provincial Gazette	R 420.10	R 469.40	11.7%	
Tender Bulletin	R 216.75	R 292.00	34.7%	
Yearly:				
Provincial Gazette	R 840.30	R 938.80	11.7%	
Tender Bulletin	R 433.40	R 584.05	34.8%	23.23%
SUBSCRIPTION (Collected per hand and per e-mail)				
Half-yearly:				
Provincial Gazette	R 266.20	R 277.90	4.4%	
Tender Bulletin	R 62.80	R 100.55	60.1%	
Yearly:				
Provincial Gazette	R 532.45	R 555.80	4.4%	
Tender Bulletin	R 125.70	R 201.10	60.0%	32.22%
(The cost to wrap and postage excluded)				
ADVERTISING CHARGES PER CENTIMETER (cm)				
Provincial Gazette/ Tender Bulletin	R 15.30	R 26.40	72.5%	72.55%
PHOTO COPYING COSTS				
A4 size copies:				
Single sided	R 0.45	R 0.50	11.1%	
Double sided	R 0.70	R 0.75	7.1%	
A3 size copies:				
Single sided	R 0.90	R 0.95	5.6%	
Double sided	R 1.50	R 1.60	6.7%	7.62%

TENDERS / DITHENDARA

SUPPLIERS / LEWERANSIERS / PHAHLO (THEPA)

4

FREE STATE TENDER BULLETIN

(Published every Friday)

All correspondence, advertisements, etc. must be addressed to the Officer in charge of the Free State Tenderbulletin, P.O. Box 517, Bloemfontein Tel.: No. 051 403 3139. Free Voucher copies of the Free State Tenderbulletin or cuttings of advertisements are NOT supplied.

Subscription Rates (payable in advance)

The subscription fee for the Free State Tender Bulletin (including all Extraordinary Free State Tenderbulletins) are as follows:

Subscription: (Over the Counter / E-Mail)

Price per copy	R 2.50
Half-yearly	R 62.80
Annually	R125.70

Subscription (Post)

Price per copy	R 8.70
Half-yearly	R 216.75
Annually	R433.40

Closing time for acceptance of copy

Stamps are not accepted

All advertisement must reach the Officer in Charge of the Free State Tender Bulletin **not later than 16:00, three working days** prior to the publication of the Bulletin. Advertisements received after that time will be held over for publication in the issue of the following week, or if desired by the advertiser, will be inserted in the current issue as a "Late Advertisement". In such case the advertisement must be delivered to the Officer in Charge **not later than 08:00 on the Tuesday** preceding the publication of the Bulletin and double rate will be charged for that advertisement.

A "Late Advertisement" will not be inserted as such without definite instructions from the advertiser.

Advertisement Rates

Notices required by Law to be inserted in the Tender-bulletin: R15.30 per centimetre or portion thereof, single column.

NUMBERING OF TENDER BULLETIN

You are hereby informed that the numbering of the Provincial Gazette /Tender Bulletin and notice numbers will from 2010 coincide with the relevant financial year. In other words, the chronological numbering starting from one will commence on or after 1 April of every year.

VRYSTAAT TENDERBULLETIN

(Verskyn elke Vrydag)

Alle korrespondensie, advertensies, ens. Moet aan die Beampte Belas met die Vrystaat Tender Bulletin, Posbus 517, Bloemfontein, geadresseer word. Gratis eksemplare van die Vrystaat Tender Bulletin óf uitknipsels van advertensies word NIE verskaf nie.

Intekengeld (vooruitbetaalbaar)

Die intekengeld vir die Vrystaat Tenderbulletin (insluitend alle Buitengewone Vrystaat Tender Bulletins) is soos volg:

Intekengeld: (Oor die Toonbank / E-Pos)

Prys per eksemplaar	R 2.50
Halfjaarliks	R 62.80
Jaarliks	R125.70

Intekengeld: (Pos)

Prys per eksemplaar	R 8.70
Half-yearly	R216.75
Jaarliks	R433.40

Sluitingstyd vir die Aanname van Kopie

Seëls word nie aanvaar nie

Alle advertensies moet die Beampte Belas met die Vrystaat Tenderbulletin bereik **nie later nie as 16:00, drie werksdae** voordat die Bulletin uitgegee word. Advertensies wat na daardie tyd ontvang word, word oorgehou vir publikasie in die uitgawe van die volgende week, of as die adverteerder dit verlang, sal dit in die Bulletin wat op die pers is as 'n "Laat Advertensie" geplaas word. In sulke gevalle moet die advertensie aan die Beampte oorhandig word **nie later nie as 08:00 op die Dinsdag** van die week voordat die Bulletin gepubliseer word en dubbeltarief sal dié advertensie gevra word.

'n "Laat Advertensie" sal nie sonder definitiewe instruksies van die Adverteerder as sodanig geplaas word nie.

Advertensietariewe

Kennisgewings wat volgens Wet in die Tenderbulletin geplaas moet word: R15.30 per sentimeter of deel daarvan, enkelkolom.

NOMMERING VAN TENDER BULLETIN

U word hiermee in kennis gestel dat die nommering van die Provinsiale Koerant / Tender Bulletin en kennisgewingnummers vanaf 2010 met die betrokke boekjaar sal ooreenstem. Met ander woorde, die kronologiese nommering beginnende met een, sal op of na 1 April van elke jaar begin.

**Free State
Province**



**Vrystaat
Provinsie**

TENDER BULLETIN TENDERBULLETIN

NO. 56

11 MARCH 2011 / 11 MAART 2011

NO.	INDEX	PAGE
FSPG004/11:	SUPPLY, DELIVERY, INSTALLATION, COMMISSIONING AND MAINTENANCE OF OFFICE EQUIPMENT AND LABOUR SAVING DEVICES TO THE FREE STATE PROVINCIAL GOVERNMENT	1
NOTICE	REVIEW OF TARIFFS: FOR 2011 – 2012 FINANCIAL YEAR	3

