

# SWARTLAND MUNICIPALITY

## NOTICE SCM27/25/26

### INFORMAL TENDER: ALTERATIONS TO OFFICE LAYOUT AT MALMESBURY STORES

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Swartland Municipality awaits quotations from suitably experienced service providers for the Alterations to Office Layout at Malmesbury Stores as per the specifications stated in the official bid documentation.

Tenderers must be registered with the CIDB in a **GB** Class of construction works and have a grading designation equal to or higher than that determined in accordance with the sum tendered or a value determined in accordance with Regulation 25(1B) or 25(7A) of the Construction Industry Development Regulations, 2004. The estimate for the contract lies within the range up to R300 000.

The documents can be obtained from Jo-Maré van der Westhuizen at [vanderwesthuizenj@swartland.org.za](mailto: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 **R99.20** 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 SCM27/25/26 – Alterations to Office Layout at Malmesbury Stores**” **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 21 August 2025. 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. Neville Quickfall at 022-487 9400. **A Compulsory Site-visit will take place at 09:30 on 8 August 2025 (Registration closes at 09:35) at Malmesbury Stores, Abattoir Street Malmesbury. Tender documents must be collected before site-meeting.**

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

**Municipal Offices  
MALMESBURY  
25 July 2025**

**JJ SCHOLTZ  
MUNICIPAL MANAGER**