

BLUE CRANE ROUTE MUNICIPALITY



SUPPLY, DELIVER AND RENEWAL OF MICROSOFT OFFICE 365 LICENSES FOR A PERIOD OF TWELVE (12) MONTHS FWQ 25/2026

Bids are hereby invited from potential service providers for Supply, Deliver and Renewal of Microsoft Office 365 Licenses for a Period of Twelve (12) Months

A set of tender documents can be downloaded on www.bcrm.gov.za

Bids in a sealed envelope clearly marked "FWQ NUMBER:25/2026;Description "Supply, Deliver and Renewal of Microsoft Office 365 Licenses for a Period of Twelve (12) Months" must be placed in the **Bid Box at 67 Nojoli Street, Somerset East**. The closing date for submission is **18 September 2026 by no later than 12h00**; no late submission will be considered. Thereafter bids will be opened in public.

Bids will be evaluated on the **80/20 preferential points as follows; 80 points for bid price and 20 points for Specific goals.**

Specific Goals

	HDI STATUS	20 points allocation
a)	Race	2
b)	Gender	4
c)	Disability	2
d)	Youth	2
	LOCALITY OF THE ENTERPRISE	
e)	Within the BCRM	4
f)	Within the Sarah Baartman District	2
g)	Within the Eastern Cape	2
e)	In South Africa	2

For any technical enquiries, please contact Mr Z Gush Tel: 0422436400 ext.6479 ictofficer@bcrm.gov.za for any SCM related enquiries can be directed to Ms Makhalima at nozukom@bcrm.gov.za or Tel: 0422436441

Service Providers shall take note of the following Bid Conditions:

- ☞ The Blue Crane Route Municipality Supply Chain Management Policy will apply.
- ☞ In order to claim Preference points an evidence for claim of **Specific Goals** must be provided as stated on clause 1.2.26 of the Bid Document **No evidence – No points to be claimed.**
- ☞ Bidders should be registered on the CSD Supplier Database with a Tax Compliant Status.
- ☞ Bidders are to submit Certificate of Good Standing from their local municipality.
- ☞ Failure to complete all tender forms, data sheets and submit all supplementary information will lead to the tender being considered non-responsive.
- ☞ Bids which are late, incomplete, not completed in black ink, unsigned or submitted by facsimile or electronically will not be accepted;
- ☞ Bids submitted are to hold good for a period of 90 days.
- ☞ The Blue Crane Route Municipality does not bind itself to accept the lowest bid or any other bid and reserves the right to accept the whole or part of the bid;

↩ **It is expected of all bidders to fill in Section 4.4 Authority of Signatory**

Mr Mzwandile Patrick Nini
MUNICIPAL MANAGER
Blue Crane Route Municipality
P O Box 21
Somerset East
5850
08 September 2026