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Tel. (023) 551 1019
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Laingsburg



Municipality

Municipal Buildings
Private Bag X4
LAINGSBURG, 6900
Tel. (023) 551 1019
Fax No. (023) 5511 019

E-pos / E-mail: scm@laingsburg.gov.za

NOTICE: 17 / 2026
TENDER: SCM-T-2025-26-012

LEASING OF OFFICE BUILDING FOR MUNICIPAL TRAFFIC DEPARTMENT

Laingsburg Municipality hereby invites suitably qualified and experienced property owners or authorised managing agents to submit tenders for the **leasing of an office building** to accommodate the Municipal Traffic Department for a period of three (3) years.

The Municipality intends to lease a functional, compliant and secure office building within the Laingsburg municipal area.

This tender is subject to eligibility criteria and bidders must provide proof where required, as specified in the tender document.

Non-compliance with the eligibility criteria will render the bidder non-responsive.

Completed tenders in a sealed envelope, endorsed with **“SCM-T-2025-26-012 - Leasing of office building for Municipal Traffic Department,”** must be placed in the tender box in the foyer between 08:00 – 15:00 at the Municipal Buildings, 02 Van Riebeeck Street, Laingsburg to reach the Municipal Manager no later than **12:00 p.m. on 16 March 2026**, after which tenders will be opened in public.

Tenders may only be submitted on the prescribed tender documents that are obtainable from **Wednesday, 18 February 2026** at the **Supply Chain Management Unit, 02 Van Riebeeck Street, Laingsburg, 6900** during office hours (08h00 - 16h00).

A non-refundable participation fee of **R 700.00 (Seven Hundred Rand)** will be applicable. The participation fee must be deposited into the account of the Laingsburg Municipality at **Standard Bank**, Branch Code **51108**, Account Number **203 247 663**. The reference number for confirmation of payment is **SCM-T-2025-26-012 - Company Name**.

Proof of payment for the participation fee should accompany your tender document at submission. For enquiries specific to this matter, kindly contact Mr. Anthonico Quinn at scm@laingsburg.gov.za.

The **bid must be valid for a period of 120 days** after the closing date. The bid will be subject to the Council's Supply Chain Management Policy, the Municipal Preferential Procurement Policy, and the Preferential Procurement Regulations, 2022.

The preferential points system applied (80/20) in terms of the Preferential Procurement Policy is as follows:

PRICE	80
B-BBEE STATUS LEVEL OF CONTRIBUTION	10
LOCALITY	10
TOTAL POINTS	100

The successful tenderer must also be registered and tax-compliant on the Centralised Supplier Database (CSD). Tenderers can register on www.csd.gov.za

The municipality reserves the right to withdraw any invitation to tender, re-advertise, reject any formal tender, or to accept a part of it. The municipality is not bound to accept the lowest bid or award a contract to the bidder scoring the highest point score.

Telegraphic, telephonic, facsimile, emailed, and late bids will not be accepted.

NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE AS DEFINED IN THE MUNICIPAL SUPPLY CHAIN MANAGEMENT REGULATIONS (GOVERNMENT GAZETTE NO. 40553 DATED 20 JANUARY 2017).

<u>Supply Chain Management Queries</u> Mr. Keith Gertse Tel: (023) 55 11 019 scm@laingsburg.gov.za	<u>Technical Queries</u> Mr. Neil Hendrikse Tel: 073 148 7665 nhendrikse@laingsburg.gov.za
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J BOOYSEN
MUNICIPAL MANAGER

09 FEBRUARY 2026