



## **OVERBERG DISTRICT MUNICIPALITY**

**T05-2021/22**

**OFFICE 365**

### **ERRATUM**

Please be advised that the municipality erroneously omitted detail in the specifications and the pricing schedule. Bidders are required to provide 10 hours monthly general SharePoint support.

Bidders are requested to complete the Addendum related to the pricing schedule of the bid document.

Should your bid already be in the tender box of the municipality, or it is in transit to the municipality, kindly forward your completed Addendum to [creid@odm.org.za](mailto:creid@odm.org.za) before the closing date and time as stipulated.

Date : Monday, 11 October 2021

Time : 12:00 pm

For any queries, kindly contact Ms C Reid at [creid@dom.org.za](mailto:creid@dom.org.za) or Mr P Britz at [pbritz@odm.org.za](mailto:pbritz@odm.org.za)

**DP BERETTI**

**MUNICIPAL MANAGER**

## ADDENDUM

### T05-2021/22: OFFICE 365

Description	Year 1 Total	Year 2 Total	Year 3 Total
<b>Implement Azure cloud-based backup</b>			
Yearly backup costs for all Microsoft 365 data for 140 users. Data must be sent to our EA Azure. *	R	R	R
10 hours monthly general SharePoint support **	R	R	R



## OVERBERG DISTRICT MUNICIPALITY

### **T05-2021/22: OFFICE 365**

Tenders are hereby invited from suitable service providers for OFFICE 365.

Enquiries regarding the specifications for this tender may be directed to Mr P Britz at 082 0500 927 or email: [pbritz@odm.org.za](mailto:pbritz@odm.org.za)

Tender documents and the banking details of the Overberg District Municipality are available from Ms C Reid at Tel: 028 050 0910 or e-mail: [creid@odm.org.za](mailto:creid@odm.org.za) or Mr J Harmse at Tel: 028 050 0961 or e-mail: [jharmse@odm.org.za](mailto:jharmse@odm.org.za). **A non-refundable fee of R287.00 (two hundred and eighty-seven rand) is payable for this tender.** The fee must be paid by an electronic payment (use company name and tender no. as reference)

Duly completed tenders must be placed in a sealed envelope endorsed “**T05-2021/22: OFFICE 365**”. The sealed envelopes **must** be placed in the tender box at the Municipal Offices situated at **26 Long Street, Bredasdorp, 7280** not later than **12:00 on Monday, 11 October 2021**. Tenders will be opened in public thereafter.

Tenders submitted by fax, e-mail, or received after the closing time and date shall not be accepted. Tenders may only be submitted on the prescribed official document.

Overberg District Municipality shall apply its Municipal Supply Chain Management Policy as adopted in terms of section 111 of the Local Government Municipal Finance Management Act, 2003 (Act No 56 of 2003) and the relevant regulations. Tenders will be evaluated according to the criteria and weight of the 80/20 preferential procurement system. Bidders must submit a valid Tax Compliance status PIN, issued by the South African Revenue Services.

It is the prerogative of the municipality not to accept the lowest, a part of or any tender at all.

**DP BERETTI**  
**MUNICIPAL MANAGER**