



**INFORMATION STATEMENT IN TERMS OF SECTION 33(1)(a)(i)(aa) OF THE LOCAL GOVERNMENT: MUNICIPAL FINANCE MANAGEMENT ACT, 2003 (ACT NO 56 OF 2003) RELATING TO THE CONTRACT THAT THE CAPE WINELANDS DISTRICT MUNICIPALITY INTENDS ENTERING INTO FOR THE ALL-INCLUSIVE MAINTENANCE OF 5 x DIGITAL COLOUR COPIER/MULTIFUNCTIONAL DEVICES FOR THE PERIOD ENDING 30 JUNE 2026**

**TENDER NO:** T2020/011

**TENDER DESCRIPTION:** SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF 5 x DIGITAL COLOUR COPIER/MULTIFUNCTIONAL DEVICES

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In terms of section 33 of the Local Government: Municipal Finance Management Act, 2003 (Act No 56 of 2003) the Cape Winelands District Municipality intends to enter into a contract for the all-inclusive maintenance of 5 x digital colour copier/multifunctional devices for the period ending 30 June 2026. The contract will impose financial obligations on the District Municipality for a period longer than the three years covered in the annual budget for the 2020/2021 financial year.

**1. PURPOSE**

The District Municipality intends on entering into a contract with a supplier for the all-inclusive maintenance of 5 x digital colour copier/multifunctional devices.

**2. TERM OF THE CONTRACT**

The contract will be for the period ending 30 June 2026.

**3. OBLIGATIONS**

The supplier shall provide all-inclusive maintenance in respect of five (5) digital colour copier/multifunctional devices, which include all spares, including drum and finishing units, toner, labour, travelling and IT support which adheres to the Terms of Reference of tender T2020/011, which is included as an annexure to this information statement.

The District Municipality shall pay the supplier copy charges per page for colour copies and black and white copies.

The estimated financial implications and projections in terms of section 33 of the Local Government: Municipal Finance Management Act, 2003 (Act No 56 of 2003) will be as follows:

	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026
Once-off purchase price of devices	R1,265,000	-	-	-	-	-
Copy Charges	R816,480 *	R816,480	R816,480	R1,438,560	R1,438,560	R1,438,560

\* To be calculated on a pro rata basis from commencement of the contract until 30 June 2021

#### 4. INVITATION FOR PUBLIC COMMENT

The local community and other interested parties are invited to submit comments or representations to the District Municipality in respect of the proposed contract. Such comments or representations, together with supporting documentation, must reach the District Municipality by 12 February 2021 and must be submitted in a sealed envelope clearly endorsed **“NOTICE IN TERMS OF SECTION 33 OF THE MUNICIPAL FINANCE MANAGEMENT ACT, 2003 (ACT No 56 of 2003)”** and be deposited in the tender box at 29 Du Toit Street, Stellenbosch.

Further details may be requested via e-mail to [scm@capewinelands.gov.za](mailto:scm@capewinelands.gov.za) or on telephone number 0861 265 263.

Any person who cannot read or write, people with disabilities and people from disadvantaged groups who are unable to submit written comments, may visit the Cape Winelands District Municipality during office hours where a staff member (Ms P Manel) will assist that person to transcribe that person’s comments or representations.

HF PRINS  
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Cape Winelands District Municipality  
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