



BID NOTICE – RE- ADVERTISEMENT

The Eastern Cape Liquor Board invites prospective bidders to bid for the following:

No	BID REFERENCE NUMBER	DESCRIPTION OF SERVICES	CLOSING DATE	ENQUIRIES
1	ECLB/005-2025/26	LEASING AND MAINTENANCE OF NETWORK PRINTING SOLUTION FOR THE EASTERN CAPE LIQUOR BOARD FOR A PERIOD OF THREE (3) YEARS.	22 January 2026 @ 12h00 midday	Technical Enquiries Contact Mr. A Kawa Tel No. 043 7000 900
2	Compulsory Briefing	Virtual Meeting will be held via Microsoft Teams and the link must be requested from Hlengiwe.Vakele@eclb.co.za , Thandokazi.Dindo@eclb.co.za or Aduma.Kawa@eclb.co.za	Briefing date: 11 December 2025 @ 11h00 am The link must be requested before 11h 00 am and no one will be allowed to connect after 11:15	SCM Enquires Contact Ms H. Vakele Tel No. 043 700 0900

Bids are hereby invited from the suitable and qualified services providers/ bidders to submit bids for the above-mentioned bid.

Bid documents will be available from ECLB Head Office as from **5th December 2025** during office hours (08:00 to 16:30) Monday to Thursday and (08:00 to 16:00) on Friday upon the payment of **non-refundable deposit of R100.00** per set of documents which is deposited to:

Name: Eastern Cape Liquor Board, Bank: ABSA Bank Branch: East London, Account type: Cheque, Account no:41 1266-7302 , Branch no: 632005

As reference kindly use the Bid Number and company name: (005/2025/26) Name of company) Please provide the deposit slip as proof of payment on request for the bid documents.

The completed documents and any supporting documentation must be placed in a sealed envelope clearly marked "LEASING OF NETWORK PRINTING SOLUTION FOR THE EASTERN CAPE LIQUOR BOARD FOR A PERIOD OF THREE (3) YEARS. and deposited in the Bid Box situated in the ECLB Head Office reception area, in Beacon Bay Crossing by 12:00pm on the **22 January 2026** at 12h00pm. Submission register has to be signed by all the submitting bidders.

Commented [LT1]: On table 1 closing is 22January

EVALUATION CRITERIA

POINTS WILL BE AWARDED IN ACCORDANCE WITH THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT (PPPFA) of 2000 AND PREFERENTIAL REGULATIONS OF 2022.

The Three stages Evaluation will be employed.

1. STAGE 1: COMPLIANCE

Bidders must comply with the set of compliance requirements stated in the bid documents.

2. STAGE2: FUNCTIONALITY

All bids received will be evaluated according to Functionality Criteria in stage 2. Only service providers who meet the minimum threshold of 60 points will proceed to stage 3.

3. STAGE 3 : PREFERENCE POINTS SYSTEM OF 80/20 FOR PRICE & THE SPECIFIC GOALS

STAGE 2: FUNCTIONALITY CRITERIA (Refer to the full TOR the bid for details)

Experience in Office Automation, specifically supply of Printing services (reference to previous successful projects) <ul style="list-style-type: none">• 5 or more years of relevant experience• 4 years of relevant experience• 3 years of relevant experience• 2 years of relevant experience• 1 year of relevant experience N.B Each year of experience will qualify for 8 points, subject to maximum of 40 points	40 points
<ul style="list-style-type: none">• Print Management Server for administration (10)	10 points
<ul style="list-style-type: none">• Availability of Local Offices (10)• Same Day Support (Response & Restore) (10)	20 points
Project Methodology <ul style="list-style-type: none">• Project Implementation Plan including charter and log frame (15)	25 points

<ul style="list-style-type: none"> • Proof of relevant certification for their resources to be placed on this project (5) • Proof of the certification of service provider skills to build & support the proposed solution on an on-going basis (5) 	
Value Add <ul style="list-style-type: none"> • Plan to transfer skills to IT support staff and end-users (5) 	5 points
Total	100

- N.B. Bidders must provide sufficient proof/documents to justify awarding the points above and such proof should include details of contactable references to Evaluation Criteria above.
- **A bidder must obtain a minimum of 60 points in stage one to proceed to the next stage of evaluation (i.e. Pricing and preferential point system). Points scored by qualifying bidders in Stage 2 will not be taken into consideration for evaluation in Stage 3.**

STAGE 3

CRITERIA	POINT SYSTEM
Price	80
Specific Goals	20
Total	100

Technical Related Enquiries:

Mr. A. Kawa
 Eastern Cape Liquor Board
 10 Beacon Bay Crossing
 Beacon Bay
 East London
 Tel. No.: 043 700 0900
 Email Add.: Aduma.Kawa@eclb.co.za

Procurement Related Enquiries:

Mrs. H. Vakele
 Eastern Cape Liquor Board
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