

BID ADVERTISEMENT FORM

Bid description	Request for bid/proposal: Short-term Insurance Portfolio										
Bid number	SALB 2017/03/02										
Name of institution	South African Library for the Blind										
The place where goods, works or services are required	112B High Street, Grahamstown; Eastern Cape, 6139										
Closing date and time	Date	2	2	0	3	2	0	1	7	Time	12:00
Contact details	Postal address	P.O.Box 115, Grahamstown; Eastern Cape, South Africa, 6140									
	Physical address	112B High Street, Grahamstown, Eastern Cape, South Africa, 6139									
	Tel	046 622 7226									
	Fax	046 622 4645									
	email	malibongwe.nquma@salb.org.za									
	Contact person	Malibongwe Nquma									
Where bids can be collected	112B High Street, Grahamstown, Eastern Cape, South Africa, 6139										
Where bids should be delivered	112B High Street, Grahamstown, Eastern Cape, South Africa, 6139										
Category (<i>refer to annexure A</i>)	Professional/Other										
Sector	Library for the Blind										
Region	Eastern Cape										
Compulsory briefing session/site visit	Date	13/03/2017									
	Time	11:00am									
	Venue	112B High Street, Grahamstown									

NB: A non refundable tender document administration fee of R200 is levied on this tender. Proof of payment must be submitted with completed tender.

ANNEXURE A: COMMODITY CATEGORIES

- ACCOMMODATION, Leasing of
- AUDIO VISUAL EQUIPMENT
- BUILDING MATERIAL
- CHEMICALS: Agricultural/Forestry/Laboratory/ Water Care
- CLOTHING/TEXTILES
- COMPUTER EQUIPMENT
- COMPUTER SOFTWARE
- ELECTRICAL EQUIPMENT
- ELECTRONIC EQUIPMENT
- FURNITURE
- GENERAL
- MEDICAL
- OFFICE EQUIPMENT: Labour-saving devices
- PERISHABLE PROVISIONS
- STATIONERY/PRINTING
- STEEL
- TIMBER
- VEHICLE (all types)
- WORKSHOP EQUIPMENT

SERVICES

- BUILDING
- CIVIL
- ELECTRICAL
- FUNCTIONAL (including cleaning/security services)
- GENERAL
- MAINTENANCE (Electrical, mechanical equipment and plumbing)
- MECHANICAL
- PROFESSIONAL
- REPAIR AND MAINTENANCE OF VEHICLES
- TRANSPORT
- OTHER