

Datum / Date:

Die Munisipale Bestuurder
Privaatsak X2
Hoofweg 28
ASHTON
6715

/ The Municipal Manager
Private Bag X2
28 Main Road
ASHTON
6715

Meneer

**TENDER: 22/2011: LEASE OF OFFICE SPACE AT THE OLD MUNICIPAL BUILDING IN MCGREGOR.
VERHURING VAN KANTOORSPASIE BY DIE OU MUNISIPALE KANTORE, MCGREGOR**

Tenderbedrag (huur per maand)	
R	(BTW ingesluit indien van toepassing)

Die volgende dokumente is aangeheg / The following documents are attached:

- ☐ 'n Afskrif van my munisipale belasting- en diensterekening / **copy of my municipal rates, taxes and service account**
☐ Ek is nie verantwoordelik vir die betaling van enige munisipale belasting- of dienstegelde nie. (Verklaring kan by die SA Polisie diens beëdig word). Geen tender sal oorweeg word tensy daar nie aan hierdie vereiste voldoen is nie. / **I am not responsible for the payment of any rates, taxes and services account. (An affidavit can be made at the SA Police station). No tenders will be considered if they do not comply with this requirement.**
☐ 'n Afskrif van my ID / **copy of my ID**

Geteken: _____
Signed:

Naam: _____
Name:

Adres: _____
Address:

Tel / Selno: _____
Tel/Cell no:

VERHURING VAN KANTOORSPASIE BY DIE OU MUNISIPALE KANTORE TE MCGREGOR

TENDER NR. 22/2011

Belangstellende persone binne die Langeberg Munisipale area word uitgenooi om te tender vir die verhuring van kantoorspasie ($\pm 16\text{m}^2$) in McGregor soos vervat in die tenderdokument.

Volledige ingevulde tenders in verseelde koeverte duidelik gemerk **"Tender : 22/2011 "VERHURING VAN KANTOORSPASIE BY DIE OU MUNISIPALE KANTORE TE MCGREGOR"** moet in tenderbus geplaas word voor 12:00 op Vrydag, 22 Julie 2011 by die Munisipale Kantore, Hoofweg 28, Ashton waarna die tenders in die openbaar oopgemaak sal word.

Laat tenders of tenders wat onvolledig is of tenders per faksimile of e-pos sal nie aanvaar word nie. Bewys van versending van 'n tender sal nie as bewys van ontvangs daarvan aanvaar word nie. Die Munisipaliteit is nie verplig om die laagste of enige tender te aanvaar nie.

Tenders moet ingedien word op die oorspronklike dokumente wat verkrygbaar is by die Ontvangs area van die munisipale kantore. Vir enige verdere inligting of probleme ondervind met die voltooiing van die tenderdokument, kan Me. S Kotze by telefoon (023) 615 8020 gekontak word. Volledige inligting is ook op die webtuiste: www.langeberg.gov.za beskikbaar.

**SA Mokweni
Munisipale Bestuurder**

**Privaatsak X2
ASHTON 6715**

LEASE OF OFFICE SPACE AT THE OLD MUNICIPAL BUILDING IN MCGREGOR

TENDER NO. 22 / 2011

Interested persons within the Langeberg Municipal area are herewith invited to tender for the lease of office space ($\pm 16\text{m}^2$) in McGregor as contained in the tender document.

Tenders in sealed envelopes clearly marked **"Tender 22 / 2011: "LEASE OF OFFICE SPACE AT THE OLD MUNICIPAL BUILDING IN MCGREGOR"** must be placed in the tender box at the Municipal Offices, 28 Main Road, Ashton before 12:00 on Friday, 22 July 2011 where after tenders will be opened in public.

Late tenders or tenders received by fax or incomplete tenders will not be accepted. Proof of dispatch of a tender will not be regarded as proof of receipt thereof. The lowest or any tender will not necessarily be accepted.

Tenders must be submitted on the original document which can be obtained from the reception areas of the municipal offices. For further information or any challenges to complete the tender documents please contact Ms S Kotze at telephone (023) 615 8020. More information is also available on the website: www.langeberg.gov.za.

**SA Mokweni
Municipal Manager**

**Private Bag X2
ASHTON 6715**

VERHURING VAN KANTOORSPASIE BY DIE OU MUNISIPALE KANTORE TE MCGREGOR

VOORWAARDES

1. Dat die kantoor spasie aan die agterkant van die ou McGregor kantore verhuur word per openbare tender vir 'n periode van 3 jaar teen 'n markverwante huur onderworpe aan die volgende voorwaardes:
 - 1.1 Die huurtarief sal jaarliks eskaleer met 10% en die Huurder is verantwoordelik vir die betaling van die versekering op die gebou.
 - 1.2 Dat die Huurder verantwoordelik sal wees vir alle kostes verbonde aan die voorsiening van munisipale dienste aan die perseel.
 - 1.3 Dat die huurder verantwoordelik is vir die instandhouding van die gebou en sal toesien dat gronde rondom die gebou te alle tye skoon, higiënies en vry is van enige rommel.
 - 1.4 Dat geen gedeelte van die eiendom onderverhuur mag word sonder die skriftelike goedkeuring van die Raad nie.
 - 1.5 Dat die Huurder verantwoordelik sal wees vir die kostes vir die verkryging van 'n billike markwaarde sertifikaat.

LEASE OF OFFICE SPACE AT THE OLD MUNICIPAL BUILDING IN MCGREGOR

CONDITIONS

1. That the office space at the back of the old McGregor offices be leased by way of public tender for a period of 3 years at a market related price subject to the following conditions:
 - 1.1 The rental amount will escalate annually with 10% and the Lessee is responsible for the payment of the insurance of the building.
 - 1.2 That the Lessee be responsible for all costs for municipal services rendered to the property.
 - 1.3 That the Lessee be responsible for the maintenance of the building and ensure that the premises are in a tidy, hygienic and litter free condition at all times.
 - 1.4 That no portion of the property be sublet without the written approval of Council.
 - 1.5 That the Lessee be responsible for the costs to obtain the market related certificate.