



cooperative governance
and traditional affairs

Department of Cooperative Governance
and Traditional Affairs
FREE STATE PROVINCE

TO: ALL BIDDERS

REQUEST TO EXTEND THE BID VALIDITY PERIOD OF A BID: APPOINTMENT OF SERVICE PROVIDERS TO RENDER CATERING SERVICES FOR THE FREE STATE DEPARTMENT OF COOPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS (FSCOGTA 001/2022/2023) AND TO ALL DISTRICTS OF COGTA WITHIN THE PROVINCE FOR A PERIOD OF THREE YEARS WITH ADDITIONAL NINETY (90) TWENTY DAYS.

1. The above matter bears reference.
2. Due to unforeseen circumstances, it is anticipated that the above mentioned bid will not be finalized before the indicated expiry date of **28 March 2023**. Extension of the validity period is thus hereby requested from all bidders. In this regard, the identified extension date up to the **26 June 2023**.
3. Bidder(s) are requested to indicate in writing whether they accept or decline to hold their bids valid **IN ALL RESPECTS** for a further period until the **26 June 2023**. Furthermore, it must be noted that, should the bidder not respond in writing whether the bidder commit or decline to hold their bids valid on or before **27 March 2023**, the Department will assume that in such an instance, the bidder(s) agrees to hold their bids valid in all respects.
4. The following should be noted:
 - 4.1 Should a bidder decline to hold their bid valid for the extension period expiring on **28 March 2023**, the bid will lapse upon expiry of the current validity period on **28 March 2023** and will therefore not be considered when the bids are adjudicated within the extended validity period.
 - 4.2 Should a bidder commit to hold their bid valid for the extension period expiring **26 June 2023**, **subject to amendment(s) in any respect**, the reason(s) and nature of the amendment should be clearly indicated. It should be noted that Free State COGTA reserves the right not to consider such bid further, particularly if the amendment(s) are upon assessment deemed not justifiable or reasonable to the Department.
5. To expedite this matter, bidders are requested to complete the attached written response and return no later than **27 March 2023**, to the following contact:

E-mail: Mathato.Mothae@fscogta.gov.za or Puseletso.Ohimile@fscogta.gov.za

Yours faithfully



MR. STR. RAMAKARANE

HEAD OF DEPARTMENT: FREE STATE COGTA

Date: 23/03/2023

P.O Box 211, Bloemfontein, 9300

Lebohang Building, 7th Floor, cnr St Andrews and Markgraaf Streets, Bloemfontein, 9300



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TO BE COMPLETED BY THE BIDDER AND RETURNED TO FREE STATE COGTA

I _____ (Initials and Surname) of _____

(Name of Company), hereby ACCEPT DECLINE (tick the applicable box) to hold the bid valid to the period of 26 June 2023.

REASON(S) FOR CONDITIONAL ACCEPTANCE DUE TO AMENDMENTS (if applicable)

REASON(S) FOR DECLINE FOR THE EXTENSION (if applicable)

Tel no _____ Address: _____

_____ Fax no _____

SIGNATURE OF BIDDER

DATE