



BID NOTICE / ADVERT

Makana Local Municipality invites all experienced and competent suitable service-providers that are fully equipped for Supply and Delivery of the following project.

Project Name: Supply and Delivery of Uniform and Tools for Meter Readers

RFQ No: MLM/RFQ004/BTO/2018-19

Preference Points System: 80/20

Date of Re- Advertised: 27 September 2018

Closing Date & Time: 04 October 2018

Bidders are required to submit the following mandatory documents:

- Bidders must submit a valid SARS Tax status report Issued with a Pin.
- Completed and signed declaration of interest MBD4, MBD 6.1, MBD 6.2, MBD 8 & MBD 9, **failure to submit will result in disqualification.**
- Billing clearance certificate/ lease agreement signed by both parties the lessor and the lessee, if expired extension of the lease must be attached or statement of municipal accounts not more than 3 months old must be attached to and be returned with the RFQ documents, **failure to submit will result in disqualification.**
- Tenderers must be registered as a supplier/service provider on Makana Local Municipality supplier/service provider database and Central Supplier Database (CSD) proof of registration (Makana Database Confirmation Letter; CSD Registration report) on both databases must be submitted.
- RFQ which are late, incomplete, unsigned or submitted by facsimile or electronically, will not be accepted.
- Documents to be filled with black ink.
- RFQ submitted are to hold good for a period of *07 days*.
- CK / Company Registration Certificate or certified copy must be submitted, if a Sole Proprietor provide affidavit confirming ownership and failure will result in disqualification.
- BBBEE Certificate to be submitted or certified copy
- Certified copy of directors ID's
- MFMA circular 90 will be applied

PREFERANTIAL PROCUREMENT POLICY FRAMEWORK ACT NO 5, 2017 (PPPFA) WILL BE AWARDED AS FOLLOWS:

Received Responsive proposal will be evaluated based on the following two stages, namely:

- Stage 1 – Functionality
- Stage 2 – Price and Preferential Points

A bidder that scores less than 70 points out of 100 in respect of "functionality" will be regarded as submitting a non-responsive quote and will be disqualified and will be not evaluated further, i.e. for price.

EVALUATION FOR FUNCTIONALITY

Functionality will be evaluated as shown in the table below:

Criteria	Points
Company Experience:	30
0-1 year	10 points
1-2 year	20 points
2 year upwards	30 points
Guarantee	30
Financial Reference	20
Delivery time frame	20
Within 7 working days	is 20 points
After 7 working days	is 10 points
Total	100

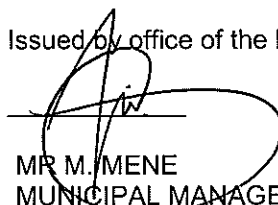
Failure to supply all required and supplementary information will result in the RFQ being deemed non-responsive and therefore the RFQ will not be considered for award.

LOCAL CONTENT is applicable, minimum threshold is 100%

Closing Date: Completed bid documents in sealed envelopes, clearly marked "**MLM/RFQ004/BTO/2018-19**" should be deposited in the **RFQ BOX** situated at **UP STAIRS** Makana Local Municipality: Finance Department at 86 High Street GRAHAMSTOWN not later than **02 October 2018@ 12H00** where they will be opened in public- names and price of the bidders will be called out.

Makana Local Municipality does not bind itself to accept the lowest or any bid and reserves the right to accept the whole or part of the bid. All Enquiries are to be directed to Project Manager-Ms. M. Jacobs, Tel 046- 603 6217; MichelleJacobs@makana.gov.za and all SCM queries are to be directed to Ms. T. Mvane 046 - 603 6222.

Issued by office of the Municipal Manager: Mr Mene_



MR M. MENE
MUNICIPAL MANAGER



**SPECIFICATION FOR METER READER, OPERATORS AND
MESSENGER/CLEANER UNIFORM AND TOOLS**

JERSEYS SIZE	JACKETS SIZE	SHIRTS (SHORT SLEEVE)	SHIRTS (LONG SLEEVE)	TROUSERS
XXL	XXL	44	44	40
LARGE	LARGE	41	41	34
XXL	XXL	42	42	42
LARGE	LARGE	41	41	36
LARGE	XL	43	43	42
LARGE	LARGE	42	42	38
XXL	XXL	44	44	40
LARGE	LARGE	40	40	36
MEDIUM	MEDIUM	MEDIUM	MEDIUM	32
MEDIUM	MEDIUM	MEDIUM	MEDIUM	32
MEDIUM	MEDIUM	MEDIUM	MEDIUM	34
XL	XXL	XL	XL	40
1 x MEDIUM	1 x MEDIUM	2 X MEDIUM	2 X MEDIUM	2 X SMALL SIZE 30
XXXL	XXXL	SIZE 41	SIZE 41	40
MEDIUM	MEDIUM	SIZE 36	SIZE 36	30
XL	XL	SIZE 41	SIZE 41	36
1 X Medium		2 X Medium	2 X Medium	34
1 X Medium		2 x Small	2 X Small	32
19	16	21	21	19

Uniform required:

- Winter Jacket
- Navy V-neck Jersey
- Long and Short Sleeve shirts
- Navy blue jeans

TOOLS NEEDED FOR METER READERS	QUANTITY
HAND SPADES FOR CLEANING METERS - METAL	11
SAFETY GLOVES FOR CLEANING METERS	11
TORCHES - SMALL (AA SIZE BATERIES OR RECHARGABLES)	11
BACK PACK TO CARRY TOOLS IN (ONE POCKET BACK PACK)	11
POCKET BOOKS FOR METER NOTES (J356)	11

Makana Municipality shall strive to ensure sustainable, affordable, equitable and quality services in a just, friendly secure and healthy environment, which promotes social and economic growth for all.

...a great place to be