



BID NOTICE / ADVERT

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

Project Name	Tender No	Preference Points System	Compulsory Briefing / Site Inspection Meeting	Closing Date & Time	Date Advertised
Supply and Delivery of Stationery	MLM/001/BTO /2018-19	80/20	N/A	21 December 2018@12h00	07 December 2018
Supply and Delivery of Equipment	MLM/002/BTO /2018-19	80/20	N/A	21 December 2018 @12h00	07 December 2018
Supply and delivery of Engine/ Grease/Brake Fluid	MLM/003/BOT /2018-19	80/20	N/A	21 December 2018@ 12h00	07 December 2018
Supply and Delivery of Protective Clothes	MLM/004/BTO /2018-19	80/20	N/A	21 December 2018 @ 12h00	07 December 2018

Bidders are required to submit **the following mandatory documents:**

- Founding Statement (CK / Company Registration Certificate) or certified copy must be submitted, if a sole proprietor provide affidavit confirming ownership
- 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.
- BBBEE Certificates original / certified copies must be submitted and failure to do so will result in loss of points.
- Original certified copy Directors/Owners/Partners Identity documents.
- 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 in arrears and must not be more than 3 months old, must be attached to and be returned with the tender 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
- Tenders which are late, incomplete, unsigned or submitted by fax or electronically, will not be accepted.
- Documents to be filled with black ink.

- Tenders submitted are to hold good for a period of 90 days.
- MFMA circular 90 will be applied

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

Received Responsive proposals 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 Profile	20
Company Experience with a reference letter	40
0-1 year 20 points	
1-2 year 30 points	
3 years 40 points	
Delivery time frame	20
Within 7 working days is 20 points	
After 7 working days is 10 points	
Financial reference (recent Bank statement)	20
Total	100

- Tenderers should comply with all the applicable legislation in relation to Occupational health and safety.

All Bid documents will be available at Makana Finance offices upon payment of **R 400.00 Vat Inclusive** non - refundable cash fee for each tender document from site briefing date meeting and is payable to Makana Municipality cashiers only.

Closing Date: Completed bid documents in sealed envelopes, clearly marked **relevant** tender name and tender number as specified above should be deposited in the tender box situated at ground floor Makana Local Municipality: Finance Department at 86 High Street Grahamstown not later than 21 December 2018 @ 12H00 where functionality envelope will be opened in public.

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 Stores Clerk Ms N. Nayika Tel 046 6036005 and all queries are to be directed to T.Mvane Tel 0466036222

Issued by office of the Municipal Manager: Mr. M Mene

Mr M. Mene

MUNICIPAL MANAGER