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BID NOTICE / ADVERT

The Makana Local Municipality invites all experience and competent suitable Tenderers that are fully equipped for the below project

Tender name	Tender number
SUPPLY AND DELIVERY OF TOILET PAPER AND PAPER TOWEL FOR PERIOD OF 24 MONTHS	MLM/2020-21/BTO/002
SUPPLY AND DELIVERY OF CLEANING MATERIAL FOR PERIOD OF 24 MONTHS	MLM/2020-21/BTO/003
SUPPLY AND DELIVERY OF STATIONERY FOR PERIOD OF 24 MONTHS	MLM/2020-21/BTO/005

Date Advertised: 18 September 2020

Closing Date & Time: 20 October 2020 @ 12h00

Preference Point System: 80/20

Bidders are required to submit the following documents:

- Founding Statement (CK / Company Registration Certificate) or certified copy, if a sole proprietor provide affidavit confirming ownership.
- 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 / 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 and not more than 3 months in arrears must be attached to and be returned with the Tender documents, if arrangement is done, proof must be attached, **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.
- **NB:** For JV and partnerships- Each Directors must complete and sign the MBDs, each partner must submit CSD; ID and Partnership agreement to be submitted. **Failure will result in disqualification**
- **MFMA Circular 90 will apply**
- 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.

PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT NO 5, 2017 (PPFA) 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% in respect of “functionality” will be regarded as submitting a non-responsive bid and will be disqualified and will be not evaluated further, i.e. for price. Only bidders who score 70% or more would be evaluated further and therefore eligible for the award.

PLEASE REFER TO THE RELEVANT TENDER DOCUMENT FOR APPLICABLE DETAILED FUNCTIONALITY CRITERIA

Functionality Criteria	Points
Company Profile	10
Relevant Experience	40
Delivery time frame	20
Quality assurance	10
Banking rating	20
Total	100

- Bids must only be submitted on the bid documentation provided by the municipality. One envelopes system will be followed.

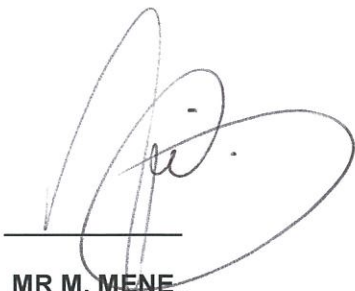
Bid documents: will be available at Makana Finance offices upon payment of **R845.00** each tender, these are non -refundable cash fees from **21 September 2020**.

Closing Date: Completed bid documents in a sealed envelope, clearly marked with tender number and tender name of the project submitting, should be deposited in the tender box situated at ground floor Makana Local Municipality: Finance Department at 86 High Street Grahamstown not later than **20 October 2020 at 12h00**.

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 Technical and SCM Enquiries are to be directed to Project Manager, Ms Z.Gxowa on zgxowa@makana.gov.za or Ms Tabisa Mvane for SCM enquiries at 0466036222/tmvane@makana.gov.za

Issued by office of the Municipal Manager: Mr Mene_



MR M. MENE
MUNICIPAL MANAGER