



BID NOTICE / ADVERT

The Makana Local Municipality invites all experience and competent suitable Tenderers that are fully equipped to provide the following goods and services.

Project Name: **SUPPLY AND DELIVERY OF INDOOR SPORTS CENTRE CONFERENCE FURNITURE MATERIAL**

Contract No: **MLM/RFQ013/2020-21**

Date Advertised: 08 February 2021

Eastern Cape, Tenderers should be already in possession of the RFQ document and be familiar with the contents thereof.

Closing Date: 16 February 2021

Preference Point System: 80/20

Bidders are required to submit the following documents:

- Founding Statement (CK / Company Registration Certificate) or certified copy must be submitted, if a sole proprietor provide affidavit confirming ownership.
- Bidders to 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 / 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.
- NB:JV/Partnership; JV agreement or partnership agreement must be attached failure will result in disqualification

- Each JV partner or Partnership partner must complete and sign all MBDs and submit billing per requirement above
- 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.
- MFMA Circular 90 will apply
- Tenders which are late, incomplete, unsigned or submitted by fax or electronically (email; facsimile; telegraphic; telex/telephonic), will not be accepted and submissions from Tenderers who arrived late at the Tender clarification meeting will not be accepted.
- Documents to be filled with black ink.
- FRQ submitted are to hold good for a period of 07 days. RFQ must remain valid for a period of 07 days after the closing date for the submission of RFQ, during which period a Tender may not be amended or withdrawn and may be accepted at any time by the Makana Municipality .Validity period can be extended when required by the Municipality.

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% 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.

CRITERIA	Weight
STAGE 1 OF EVALUATION – FUNCTIONALITY	100
Company profile Detailed company profile with number of years in existence =10 points Not detailed and no number of years in existence = 5 points Nothing submitted = 0 points	10
Quality Assurance Certificate from the Manufacture =10 points No proof =0 points	10
Delivery time frame Within 7 days = 20 points More than 7 days but less than a month =10 points More than a month but less than 3 month = 2 Points Above 3 months = 0 Points	20
Company Experience Experience in supply and delivery material, recommendation letters from previous clients with contactable contacts are required for each project, failure will result to no points given a) 4 projects (and more) = 40 points b) 3 projects =15 points c) 2 projects = 10 points d) 1 project = 5 points	40
Financial References (Bank Rating) A,B & C = 20 points Any other rating = 0 points	20
STAGE 2 OF EVALUATION – B-BBEE Level POINTS and PRICE	
B-BBEE Level Points	20
Price	80
TOTAL	100

- Local Content minimum threshold is 100%
- Bids must only be submitted in the format as stated in the RFQ document and this advert as per RFQ documentation provided by the municipality.
- One envelopes system will be followed.
- Samples, Picture/Broacher are to be provided to the Municipality with the RFQ document.
- All the chairs must have the same colour.

OBTAIN DOCUMENTS

Bid documents will be available at Makana website published with the advert at no cost to the bidder.

NB- SUBMITTING OF TENDERS

Closing Date: Completed RFQ documents must be enclosed in a sealed envelope, clearly marked “**SUPPLY AND DELIVERY OF INDOOR SPORTS CENTRE CONFERENCE FURNITURE MATERIAL**”
BID No “MLM/RFQ013/2020-21” as well as the closing time and due date, and must be addressed to the Supply Chain Management, MAKANA MUNICIPALITY, PO Box 176, Makhanda 6140, should be deposited/submitted in the RFQ box situated at upstairs at finance building, Makana Local Municipality: Finance Department at 86 High Street Grahamstown not later than 16 February 2021 @ 12H00. (No late tenders shall be accepted; all late RFQs shall be returned unopened to the sender if received by post)

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.

Requirements for sealing, addressing, delivery, opening and assessment of RFQs are stated in the RFQ Data.

All Technical Enquiries are to be directed to Mr.Jeff Budaza Tel: (046) 603 6072 email: JeffBudaza@makana.gov.za and all SCM queries are to be directed to Ms. Tabisa Mvane 046 603 6222 email: tmvane@makana.gov.za

Issued by office of the Municipal Manager: Mr Mene_

MR M. MENE
MUNICIPAL MANAGER