



BID NOTICE / ADVERT

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

PROJECT NAME	CONTRACT NUMBER	PREFERENCE POINTS	DATE ADVERTISED	COMPULSORY BRIEFING SESSION AND INSPECTION	CLOSING DATE
SUPPLY, INSTALLATION AND DELIVERY OF FUEL FOR 36 MONTHS	MLM/20-21/BTO/007	80/20	24/05/2021	27/05/2021 at 12h00	24/06/2021
MULTI-FUNCTIONAL PHOTOCOPIERS MACHINE LEASE AGREEMENT FOR PERIOD OF 36 MONTHS	MLM/20-21/MM/005	80/20	24/05/2021	02 nd June 2021 at 11h00	24/06/2021

Compulsory Briefing / site inspection BOTH at the MAKANA MUNICIPALITY, CITY HALL, MAKHANDA (Google Coordinates: 33°18'33" S; 26°31'41" E) Eastern Cape, Tenderers should be already in possession of the tender document and be familiar with the contents thereof. Please note attendee(s) arriving 10 minutes late will not be allowed to participate in the meeting and their submissions shall be declared non-responsive. ALL COVID-19 health and safety measures shall be observed. NO MASK, NO ENTRY!! Maximum bidders would be allowed is 47 people, on first come and serve basis. One

company representative allowed. All interested bidders who will attend the compulsory briefing session are required to indicate their interest for bidding by emailing: tdukashe@makana.gov.za on behalf of the Municipality to comply with Covid-19 regulations when conducting the briefing sessions.

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 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.
- Tenders submitted are to hold good for a period of 90 days. Tenders must remain valid for a period of 90 days after the closing date for the submission of Tenders, 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.

NB: PLEASE REFER TO SPECIFIC TENDER DOCUMENT FOR DETAILED FUNCTIONALITY

- Bids must only be submitted in the format as stated in the tender document and this advert as per tender documentation provided by the municipality.
- One envelopes system will be followed.

OBTAIN DOCUMENTS

Bid documents will be available at Makana Finance offices upon payment of R1495 non -refundable cash fees for each tender document, from 26th May 2021.

NB- SUBMITTING OF TENDERS

Closing Date: Completed tender documents must be enclosed in a sealed envelope, clearly marked “APPLICABLE TENDER NAME” BID NO OF THE APPLICABLE TENDER SUBMITTING FOR” 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 tender box situated at downstairs at finance building,

Makana Local Municipality: Finance Department at 86 High Street Grahamstown not later than 24th June 2021 @ 12H00. (No late tenders shall be accepted; all late tenders 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 tenders are stated in the tender Data.

All Technical Enquiries are to be directed to Ms. Z.Gxowa for Fuel tender: Tel: 046 603 6212, email: zgxowa@makana.gov.za and Mr Thapelo Matshuisa for Photocopier tender: Tel: 046 603 6217 Tmatshuisa@makana.gov.za and all SCM queries are to be directed to Ms. T Dukashe 046 603 6222, email:tdukashe@makana.gov.za

Issued by office of the Municipal Manager: Mr Mene_

**MR M. MENE
MUNICIPAL MANAGER**