MAKANA
MUNICIPALITY | EASTERN CAPE
MASIPALA WASEMPUMAKOLONI
MUNISIPALITEIT | OOS-KAAP
...a great place to be

200 YEARS
reflect and imagine
...the making of a great place to be

TENDER NOTICE AND INVITATION TO TENDER

The Municipality hereby invites submission of tenders for the following tenders.

Tender No	Tender Name	Brief Description	Evaluation Criteria	Functionality will be scored as follows:	Enquiries and contact details	Closing Date	Non–refundable Deposit
55/2013	Legal Services	Provision of legal Services	90:10	Capacity to undertake the job (30) Experience and expertise relevant to the job (40) Registration with professional bodies (30)	Mr. Mbeleni on 046 6036108	20 November 2013 @ 12h00	R200.00

All tenders submitted will be adjudicated in terms of the Council's Supply Chain Management and the Preferential Procurement Policies. All bidders have to be registered on the Makana Municipal Suppliers Database

All tenders submitted will be adjudicated in accordance with the two envelope system. The quotations must be placed in two separate envelopes. The one for functionality and the other for price. Envelopes for functionality will be opened and evaluated first and those bidders price envelopes who fail to acquire the minimum qualifying mark for functionality of 50% will not be evaluated for price.

THE FOLLOWING DOCUMENTS MUST ACCOMPANY TENDERS SUBMITTED BY PROSPECTIVE SERVIVE PROVIDERS IN ORDER FOR THEM TO BE CONSIDEDERED. FAILING WHICH THEY WILL BE DISQUALIFIED:-

a) Original Valid SARS Tax Clearance certificate
b) Original Certified copy/ies of Identity Document/s of the Directors
c) Copy/ies of Company composition documents e.g. CK1, Ck2 or Trust document

d) Valid Billing Clearance Certificate from your local municipality (with contactable references) or valid lease agreement (copy)
e) Completion of **MBD1 to MBD9** forms

TENDERERS EMPLOYED BY THE STATE WILL NOT BE CONSIDERED
A VALID CERTIFIED COPY OF THE TENDER'S B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE MUST BE SUBMITTED IN ORDER TO QUALIFY FOR B-BBEE PREFERENCE POINTS

The Bids will be evaluated in terms of the Preferential Procurement Regulation 2011 (B-BBEE) principles. The Council Reserves the right to disqualify any service provider whose members and or shareholders owe the municipal rates and taxes.

Late submitted, faxed, falsified and e-mail tender documents will not be considered or will be disqualified. Completed tender documents must be dropped in the tender box located in the Administration Section of the Finance Department in 86 High Street, Grahamstown or posted to reach the Municipal Manager, P.O.Box 176, Grahamstown, 6140 before or not later than the dates as indicated above. The tender documents must be clearly marked with the tender number and tender description. Council does not bind itself to accept the lowest or any tenders.

Dr PRAVINE NAIDOO
MUNICIPAL MANAGER