



BID NOTICE / ADVERT

The Makana local municipality wishes to invite suitable service providers to provide the following goods and services.

| Tender Name | Tender Number | Closing Date and Time | Compulsory Briefing / Site Inspection |
|---------------------------------------------------------------------------------------------------------------------------------------|-----------------------|------------------------------|---------------------------------------|
| Rehabilitation for flood damages phase 2 in Makana Local Municipality | MLM/2025-26/INFRA/001 | 02 September 2025 @ 12H00 PM | 26 August 2025 @ 09H00 AM |
| Community Lighting: Retrofitting of High Mast Lights for Makana Local Municipality | MLM/2025-26/INFRA/002 | 02 September 2025 @ 12H00 PM | 26 August 2025 @ 14H00 PM |
| Appointment of a Service Provider to Render Advertising Services in Print Media for a Period Three Years to Makana Local Municipality | MLM/2025-26/BTO/001 | 02 September 2025 @ 12H00 PM | N/A |
| Provision of a once off Renovations for Makana Local Municipality Finance Building | MLM/2025-26/BTO/002 | 02 September 2025 @ 12H00 PM | 25 August 2025 @ 14H00 AM |
| Supply and Delivery of Stationery for a Period of 24 Months as and when required | MLM/2025-26/BTO/003 | 02 September 2025 @ 12H00 PM | N/A |
| Supply and Delivery of Cleaning Material for a Period of 24 Months as and when required | MLM/2025-26/BTO/004 | 02 September 2025 @ 12H00 PM | N/A |

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 MBD 1, MBD 4, MBD 6.1, MBD 7.1, MBD 7.2, MBD 8 & MBD 9, **Failure to submit all the required documents will result in disqualification.**
- Certified copies of the Directors/Owners/Partners' Identity documents.
- Copy of the Billing clearance reflecting nil arrear amounts for municipal accounts or account not to exceed 90 days or lease agreement signed by both parties (both lessor and the lessee), if expired, proof of extension of the lease must be attached. The

statement of municipal account should not be more than 3 months old and not more than 3 months in arrears must be attached and returned with the Tender document. If arrangement has been made to pay the arrear municipal account, then certified proof of such arrangement must be attached. If lease agreement is submitted, proof from the lessor, with municipal account reflecting no arrears for more than 90 days.

- Tenderers must be registered on the Central Supplier Database (CSD). Proof of registration must be submitted.
- Rehabilitation for flood damages phase 2 in Makana Local Municipality (CIDB Grading 6CEPE or Higher is needed)
- Community Lighting: Retrofitting of high Mast Lights (CIDB Grading 3EP or Higher is needed)
- Provision of a once off Renovations for Makana Local Municipality Finance Building (CIDB Grading 2GBPE or Higher is needed) and Valid NHBRC Certificate
- **NB: Failure to submit all the above required information will result in disqualification of the bidder.**
- Tenders which are late, incomplete, unsigned, or submitted by fax or electronically, will not be accepted.
- Documents must be filled with black ink.
- **NB: For JV and partnerships Each Directors must complete and sign the MBDs, each JV/Partner must submit CSD; ID and JV/Partnership agreement to be submitted. Failure to do so will result in disqualification.**
- Prices must be valid for a period of 90 days from the closure date of the tender.
- Makana Supply Chain Management Policy, The Preferential Procurement Policy Framework Act (PPPFA) No.5 of 2000 together with amended Preferential Procurement Policy Regulations of 2022 will apply.
- Received Bids will be subjected to the following evaluation criteria:
 - **Stage 1-Evaluation in terms of the applicable functionality criteria**
 - **Stage 2-Evaluation in terms of the points for price and points for the specific goals per PPPFA Regulations of 2022 i.e., 80/20**
 - 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 not be evaluated further for price and specific goals. Only bidders

who score **70%** or more will be evaluated for price and specific goals.

- Specific goals will be utilized where 10 points will be allocated to 100% black owned companies, 5 points to 50% black youth owned companies and 5 points to locally based businesses. **NB: A certified proof of business address within the Makana Local Municipality Jurisdiction must be attached for Locally based businesses. Bidders who fail to attach such proof will forfeit the allocated points.**

PLEASE REFER TO THE RELEVANT TENDER DOCUMENT FOR THE DETAILED FUNCTIONALITY CRITERIA AND FURTHER BID CONDITIONS.

- Bids must only be submitted on the bid documentation provided by the municipality.
- A one-envelope system will be followed.
- An electronic copy of the completed tender document with returnable documents **MUST** be submitted with tender submission saved in a flash drive. Failure to submit AN ORIGINAL HARD COPY AND A COPY ON USB will deem the bid non-responsive

OBTAIN DOCUMENTS:

Bid documents will be available at Makana Finance Offices upon payment of (R945.00 - MLM/2025-26/BTO/001, MLM/2025-26/BTO/002, MLM/2025-26/BTO/003, MLM/2025-26/BTO/004) and (R1 672.00 - MLM/2025-26/INFRA/001, MLM/2025-26/INFRA/002) non-refundable cash fees for each tender document from 20 August 2025 and available for collection

Completed bid documents in a sealed envelope, clearly marked with tender number and tender name of the applicable project must be deposited in the **TENDER BOX** situated at **DOWNSTAIRS** Makana Local Municipality: Finance Department at 92 High Street Grahamstown not later than the closure dates and times indicated on the table above.

Makana Local Municipality does not bind itself to accept the lowest bid or any bid and reserves the right to accept the whole or part of the bid.

All Technical Enquiries are to be directed to **Project Manager:** Ms G Mfeti gmfeti@makana.gov.za for (Rehabilitation for flood damages phase 2 in Makana Local Municipality)

All Technical Enquiries are to be directed to **Project Manager:** Mr. V Silinga vsilinga@makana.gov.za for (Community Lighting: Retrofitting of High Mast Lights for Makana Local Municipality)

All Technical Enquiries are to be directed to **Project Manager:** Ms T Mvane tmvane@makana.gov.za for (Appointment of a Service Provider to Render Advertising Services in Print Media for a Period Three Years to Makana Local Municipality)

All Technical Enquiries are to be directed to **Project Manager:** Mr X Klaas xklaas@makana.gov.za for (Provision of a once off Renovations for Makana Local Municipality Finance Building)

All Technical Enquiries are to be directed to **Project Manager:** Ms A Wessels awessels@makana.gov.za for (Supply and Delivery of Stationery for a Period of 24 Months as and when required) and (Supply and Delivery of Cleaning Material for a Period of 24 Months as and when required).

All SCM queries are to be directed to Ms. Tabisa Mvane and Mr. Vuyani Skeyi Tel: 046 603 6222 emails: tmvane@makana.gov.za / vskeyi@makana.gov.za



Mr. P.M. Kate

Municipal Manager