



MAKANA
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BID NOTICE / ADVERT

The Makana local municipality invites suitable service providers to provide the following services.

Tender Name	Tender Number	Closing Date & Time	Compulsory Briefing / Site Inspection
Hiring of Plant and Equipment for a period of 24 Months as and when required	MLM/2025-26/INFRA/005	29 October 2025 @ 12h00 PM	N/A
Provision of Short – Term Insurance brokerage Services for a Period of three years	MLM/2025-26/BTO/007	14 November 2025 @ 12h00 PM	N/A
Supply and Delivery of Refrigerators for a period of 24 months as and when required	MLM/2025-26/BTO/006	29 October 2025 @ 12h00 PM	N/A
Appointment of a Service Provider to Render Advertising Services in Print Media for a period of three (3) years to Makana Local Municipality	MLM/2025-26/BTO/008	29 October 2025 @ 12h00 PM	N/A
Supply and Delivery of Laptops, Desktops, Backpacks and other Computer peripherals for 36 Months as and when required	MLM/2025-26/MM/001	14 November 2025 @ 12h00 PM	N/A
Upgrade of Sports Facilities in Oval Stadium, Lavender Valley Makhanda Phase B	MLM/2025-26/INFRA/007	29 October 2025 @ 12h00 PM	22 October 2025 @ 10h00 AM In City Hall
Appointment of Service Provider for Supply and Delivery of Water and Wastewater Sampling and Analysis for a period of 24 months	MLM/2025-26/INFRA/003	29 October 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 Statement of Municipal Account reflecting nil arrears or Lease Agreement signed by both parties (both lessor and the lease), if expired, proof of extension of the lease must be attached and returned with the document. If an arrangement has been made to pay the arrear municipal account, then proof of such an arrangement must be attached. If lease agreement is submitted, proof from the lessor, with municipal account reflecting no arrears for more than 90 days. Failure to submit will result in disqualification.

- Bidders must be registered on the Central Supplier Database (CSD). Proof of registration (CSD Registration report) must be submitted.
- 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
- CIDB grading 4CEPE/GBPE for MLM/2025-26/INFRA/007
- **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 the Preferential Procurement Policy Regulations of 2022 will apply.
- Received Bids will be subjected to the following evaluation criteria:
 - Stage1-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 to the bid documentation provided by the municipality.
- A one-envelope system will be followed.

Bid documents:

Will be available at Makana Finance Offices upon payment of (R945.00 for MLM/2025-26/INFRA/005, MLM/2025-26/BTO/006, MLM/2025-26/BTO/008 and MLM/2025-26/INFRA/003) and (R 1 672.00 MLM/2025-26/BTO/007, MLM/2025-26/INFRA/007 and MLM/2025-26/MM/001) non-refundable cash fees for each tender document from 17 October 2025 and available for collection

Completed bidding 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 Makana Local Municipality: Finance Department at 92 High Street Makhanda not later than the closure dates.

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 submitted to Project Manager: Ms. G. Mfeti gmfeti@makana.gov.za for (Hiring of Plant and Equipment for a period of 24 Months as and when required)

Project Manager: Mr. N. Madala
nmdala@makana.gov.za
(Provision of Short – Term Insurance brokerage Services for a Period of three years and Supply and Delivery of Refrigerators for a period of 24 months as and when required)

Project Manager: Ms. T. Mvane
tmvane@makana.gov.za
(Appointment of a Service Provider to Render Advertising Services in Print Media for a period of three (3) years to Makana Local Municipality)

Project Manager: Mr. T. Matshuisa
tmatshuisa@makana.gov.za (Supply and Delivery of Laptops, Desktops, Backpacks and other Computer peripherals for 36 Months as and when required)

Project Manager: Mr. L. Dingani
ldingani@makana.gov.za (Upgrade of Sports Facilities in Oval Stadium, Lavender Valley Makhanda Phase B)

Project Manager: Ms. E. Ketelo
eketelo@makana.gov.za (Appointment of Service Provider for Supply and Delivery of Water and Wastewater Sampling and Analysis for a period of 24 months)

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



Mr. P.M. Kate

MUNICIPAL MANAGER