



**BID NOTICE
INVITATION TO TENDER**

Bids are hereby invited for a Lease to Purchase Municipal Plant Machinery as per the specification to carry out the Construction of Internal project within Ngqushwa Municipal jurisdiction. The compulsory briefing session will be held at Technical Services boardroom at Ngqushwa Municipality as per the stipulated time.

Bid No:	Description	Preferential Point System	Closing Date	Compulsory briefing session Technical Services Boardroom and Site visit	Enquiries
8/2/621 /2017-2018	Lease to Purchase Municipal Plant Machinery	80:20	18 May 2018 @11h00	24 April 2018 @ 10h00	Technical Queries: Mr Z. Msipha 040 673 3098 Email: zmsipha@ngqushwamun.gov.za Binding Queries: Mr V Makedama 040 673 3095 Sgayiya@ngqushwamun.gov.za

Bid documents will be available as from **date of Site inspection** at the **Cashier's office in Ngqushwa Municipality, Erf 313, Main Road, Peddie** between 08H00 – 16H30 upon payment of a **non-refundable fee of R500**. Payment must be in cash.

Completed sealed bid documents, addressed to the Municipal Manager and marked with **"Description of the project and the bid number"** must be deposited in the Bid box situated at Ngqushwa Municipal offices Erf 313, Main Street, Peddie, not later than **18 May 2018 @ 11H00**.

Preferential Procurement Policy Framework ACT No 5 2000 and the regulations thereto (2017)

EVALUATION	CRITERIA
PRICE	80
B-BBEE	20
TOTAL	100

Bidders must take note that a Pre-Qualification Evaluation (Functionality Criterion) will be undertaken as follows:

- Experience -40
- Similar Projects undertaken proof as a references -40
- Methodology- 20

The bids will be evaluated on the basis of the Preferential Procurement Policy Framework ACT No 5 2000 and the regulations thereto (2017) as well the Nggushwa Local Municipality's Supply Chain Management Policy

The bids will be evaluated in two stages:

- Stage 1 Pre-qualification evaluation (Functionality)
- Stage 2 Price and BBB EE Points

PLEASE NOTE:

A minimum score of 70 points out of 100 must be scored for Functionality. Bidders, who do not obtain the minimum score for functionality, will not be considered for further evaluation.

SUPPLIERS/SERVICE PROVIDERS SHALL TAKE NOTE OF THE FOLLOWING BID CONDITIONS:

- A valid tax clearance certificate or pin of South African Revenue Services is to be submitted with the completed tender.
- Bid Document must be completely filled in black ink only
- Detailed proposal of the bidder to be attached with a company profile with contactable references
- The NGQUSHWA MUNICIPALITY Supply Chain Management Policy will apply;
- Bidders are required to submit an original and valid certified B-BBEE Status Level Verification Certificates thereof together with their bids, to substantiate their B-BBEE rating claims.
- Bidders to submit proposals indicating their company profile, cost, experience and with contactable reference
- The NGQUSHWA MUNICIPALITY does not bind itself to accept the lowest tender or any tender and reserves the right to accept the whole or part of the tender;
- Failure to meet the above stated minimum requirements will result in a tender being considered non-responsive and therefore not considered for the award of the contract.
- Failure to complete all tender forms, data sheets and submit all supplementary information will lead to the tender being considered non-responsive.
- All bids are valid for 90 days after the bid closing date.
- Tenders which are late, incomplete, unsigned or submitted by facsimile or electronically, will not be accepted;

- NGQUSHWA MUNICIPALITY will not take responsibility for incorrectly delivered bids sent by courier. It is the bidder's responsibility to make sure that their bid is correctly delivered in the tender box on or before the closing date of this bid.
- **Only Service Providers registered on the Central Suppliers Database will be considered.**
- Must provide a Municipal Levy Clearance Certificate/Municipal account of not older than three months from a municipality where the entity operates (lease agreements and sworn statements / affidavits are also accepted). Failure to do so will result in disqualification.
- Joint Ventures/Consortium must provide a JV agreement signed by all parties to an agreement. Failure to do so will result in disqualification
- Use of Correction fluid (i.e. Tippex) will render the bid non-responsive
- All pages must be initialled and signed where required. Declarations pages must be fully completed and signed: Failure to do so will result in disqualification
- Priced bids must be firm and must be inclusive of VAT

MRS M MPAHLWA
MUNICIPAL MANAGER

