



## g BID NOTICE

### PROJECT DESCRIPTION

Mnquma Local Municipality hereby invites bids from all prospective accredited and qualifying service provider for

BID NO.	Description	Evaluation Criteria	Closing Date
MNQ/SCM/56/21-22	Supply and Delivery of Cartridges for the Period of one (01) Year	80/20	DATE: 13/12/2021 Time: 12:00

**Evaluation Criteria:** The evaluation will be conducted in two stages namely:

#### Stage 1: "Administrative compliance"

Bidders that do not meet the **Administrative compliance** (Compliance with mandatory and other bid requirements) will not be eligible for further evaluation and will be deemed as non-responsive.

**Enquiries: Ms. A Mketsi (Acting Manager: Assets, Fleet and Logistics) at 047 050 1236 email: [amketsi@mnquma.gov.za](mailto:amketsi@mnquma.gov.za) and Ms. Nontathu Mnini ( Manager: SCM) at (047) 050 1150/ 082 457 9945 email: [nmnini@mnquma.gov.za](mailto:nmnini@mnquma.gov.za)**

#### Stage 2: Evaluation in terms of the 80/20 preference point systems prescribed in Preferential Procurement Regulations

Price=80 points, B-BBEE=20 points. Bidders are required to submit an original or certified copy of B-BBEE certificate to claim preferential points.

#### REQUIRED DOCUMENTS:

Potential bidders are urged to submit the following attachments when submitting their proposals, failure to do so will lead to disqualification.

- Full CSD Report (Not older than one Month)
- Only original tender documents will be accepted
- Fully completed and signed Tender Forms i.e. Form of offer, all returnable MBDSs (MBD 1-9 (Part of the document). Return all returnable documents to the employer after completing them in their entirety by writing legibly in non-erasable ink.
- In the case of partnerships/consortiums/ joint venture agreement, signed agreement must be submitted with the tender document (attached to **Schedule 2**).
- All parties/partners to the partnership/ consortium/joint venture agreement must be registered on the Central Supplier Database

#### OBTAINING OF TENDER DOCUMENTS:

Tender documents for this project are downloadable at the municipal website: [www.mnquma.gov.za](http://www.mnquma.gov.za) and on eTender portal: <https://etenders.treasury.gov.za/>

#### TENDER SUBMISSION AND OPENING

Tenders/Proposals must be submitted by hand to a Bid Box at Mnquma local municipality, Corner King and Mthatha Street, Butterworth. 4960

#### CONDITIONS OF ACCEPTANCE:

- The Municipality is under no obligation to accept any proposal/tender and reserves the right to accept the whole or any part of the proposal/tender. No proposal/tenders will be considered from persons in the service of the state.
- The bidder or any of its directors/shareholders is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector;
- The bidder has not abused the Employer's Supply Chain Management System; or failed to perform on any previous contract and has been given a written notice to this effect.
- No late, incomplete, unsigned faxed, couriered, and emailed tenders will be accepted
- The tender offer submitted shall remain valid, irrevocable and open for written acceptance by the Mnquma Local Municipality for a period of 90 days from the closing date.
- The award of the tender may be subjected to price negotiation with the preferred tenderers.
- The municipality reserves the right to extend the tender period by notice in the press and on the municipality's official website [www.mnquma.gov.za](http://www.mnquma.gov.za)

#### NB: Preferred bidders will be required to furnish the municipality with:

- CK/ Company registration, Certified ID Copies not later than 3 month
- Tax Compliance Status PIN
- Certificate issued by the municipality or any other municipality to which he may be indebted to the effect that he and, in the event of the bidder being a company, also any of its directors, is not indebted to the municipality or any other municipality or municipal entity for rates, taxes and/or municipal service charges which are in arrear for a period more than **three months** and that no dispute exists between such bidder and municipality or municipal entity concerned in respect of any such arrear amounts. Bidders who reside within the Mnquma



<p>Tenders should be sealed, endorsed on the envelope with:</p> <p><b>BID NO. MNQ/SCM/56/21-22</b></p> <p><b>PROJECT NAME : SUPPLY AND DELIVERY OF CARTRIDGES FOR A PERIOD OF ONE (01) YEAR.</b></p>	<p>Local Municipality (MLM) jurisdiction will be verified with MLM Revenue Section.</p> <p>..... <b>S. MAHLASELA</b> <b>MUNICIPAL MANAGER</b></p>