

KOUKAMMA LOCAL MUNICIPALITY



TENDER NOTICE AND INVITATION TO TENDER FOR THE FOLLOWING PROJECT:

PROJECT DETAILS	SPECIFIC MINIMUM REQUIREMENTS
BID NO. 14/2023 – PROVISION OF SECURITY SERVICES FOR A PERIOD OF 3 YEARS	1. Experience in Projects - Must have a minimum of 3 projects in the security services with a value above R2 Million. 2. Key Personnel - 1 x Site Manager/Supervisor with a grade B PSIRA qualification, a matric plus a minimum of 5 years of experience.
BID NO. 15/2023 – PROVISION OF SHORT-TERM INSURANCE FOR A PERIOD OF 3 YEARS.	1. Experience in Projects - Must have a minimum of 3 Projects of similar nature undertaken for the public sector, the value of insured items must be R70 Million and above. 2. Key Personnel - 1x Broker with a post-matric qualification plus a minimum of 5 years of experience as a Broker. 2. Registration with Associations - The bidder must be registered with Financial Intermediaries Association (F.I.A), - Must also comply with the Financial Advisory and Intermediary Services (F.A.I.S) Act, for the Management of the Short-term Insurance.

NB: Bidders must submit all supporting documentation necessary to meet specific minimum requirements as stipulated in detail in the bidding document and only bidders who meet the specific minimum requirements will be considered responsive and be evaluated further based on Price and Municipal Specific Goals.

The physical address for collection of tender documents is: The Koukamma Local Municipality, 05 Keet Street, Kareedouw, 6400, upon presentation of a receipt proving prior payment of a non-refundable fee of **R 350** (inclusive of VAT), having been made (Cash or bank guaranteed cheque only). **Tender documents will be available from 09H00 on Thursday, the 27th of July 2023.** Contact person regarding collection of these documents is Mr. T Mabhongwana, Tel No: 042 288 7257, Fax No.: 042 288 0797 email: tmabhongwana@koukamma.gov.za.

Tenders shall be placed in sealed envelopes, endorsed with the correct **project name, and Bid number** for the project, and be placed in the Tender Box at the Municipal Offices, **05 Keet Street, Kareedouw, 6400**, not later than **12h00 on Friday, the 1st of September 2023** for both bids, at which time the tenders will be opened in public. Tenders are to be submitted on the tender documentation provided by the Municipality. Telegraphic, telexed, faxed, or emailed tenders will not be considered. Tenders that are not submitted in properly sealed and marked envelopes and/or deposited in the tender box as prescribed in this notice on the date and time indicated will NOT be opened or considered.

Bids will be evaluated and adjudicated according to the following criteria:

- 80/20 preference points system will apply in terms of the Preferential Procurement Regulations of 2022, 80 for price and 20 in terms of the Municipality's specific goals as clearly outlined in the tender document and in our SCM policy that can be found at www.koukammamunicipality.gov.za. Bidders must attach 3 months downloaded full CSD report, and directors' ID copies of the entity to secure points on Specific Goals.
- The guidelines for locally produced or manufactured goods with a stipulated minimum threshold where applicable will be applied.
- Bidders are required to attach their Tax Clearance Certificate, Statement of Signatory, Municipal Billing Clearance Certificate, or Valid Lease Agreement, 3 months downloaded detailed CSD Report, JV agreement if any, Company Registration Certificate, PSIRA Registration Certificate for Bid No. 14/2023, the bidder is required to comply with all the tender requirements as stipulated in detail in the bidding document and the Tender Document must be completed in full and signed where required.
- **NB: No tenders will be considered from persons in the service of the state.**
- The Municipality reserves the right to accept a tender in full, partially, or not at all and is not obliged to accept the lowest tender received, And the Municipality reserves the right to scale down on the scope of work for the contract value to fit into the available budget for the 2023/24 financial year.
- Any bidder whose contract for services of this nature has been terminated by the Municipality due non-performance in the past 12 months will be disqualified.
- A tender must remain valid for a period of 90 days from the closing date for the submission of tenders.

All **technical enquiries** for **Bid No. 14/2023** and **Bid No. 15/2023** must be directed only via email to the Manager: Accounting & Budget, **Mr. Thanduxolo Mrhwetyana** at thanduxolo.mrhwetyana@koukamma.gov.za and to the **Acting Manager: Administration** at raquel.kapank@koukamma.gov.za, respectively.

Sabelo Tini

Acting Municipal Manager