



BID NOTICE AND INVITATION TO BID
REQUEST FOR PROPOSAL FOR THE SERVICE PROVIDERS TO UNDERTAKE THE FOLLOWING SERVICE

Proposals are hereby invited by Ntabankulu Local Municipality from suitably qualified and competent Service Providers to develop of stormwater management plan int the CBD:

Project name	Contract no.	Functionality		Date of compulsory clarification session	Closing Date of Tender and Time	Preference points system
Development of stormwater management plan	NLM/SCM/22/2026/2027	Criteria	Points Allocated	16 October 2026 at 10H30 at Ntabankulu LM	23 October 2026 at 12H00 at Ntabankulu LM	80/20
		Experience	40			
		Capacity & Expertise	40			
		Methodology	20			

The minimum specifications are detailed in the Bid document. **Punctuality will be adhered to.** Briefing session will strictly be 30 minutes. The briefing session will be conducted at Ntabankulu Local Municipality Hall, within the municipal premises. A representative can only sign for one company.

NB: DR08019 (Phuthi to Ntabankulu) is under construction and bidder should anticipate delays.

Bid documents may be obtained from the Ntabankulu Local Municipality **Website after compulsory briefing Session.**

Bids are to be completed in accordance with the conditions attached to the Bid document and must be sealed and indorsed with the relevant bid number and must be deposited in the official bid box clearly marked **"Development of stormwater management plan in the CBD NLM/SCM/22/2026/2027"** in the main entrance of the Ntabankulu Local Municipality at ERF 85 Main Street, Ntabankulu 5130, at which bids will be opened in public. Bids shall be valid for a period of 90 days after the closing date of the submission of bids. **Under no circumstances will late tenders be accepted.**

Service providers are requested to attach the following mandatory documents for their bids on the pages indicated in the bid document:

- Latest Full CSD report not older than three Months
- Fully completed and signed bid document and MBD 1 to 9 attached on the bid document (Signed after the date of the Advert)
- Originally Certified ID copies of directors
- If a Joint venture, Joint venture Agreement signed by both parties must be attached.
- Proof of municipal rates clearance for both the company and all Directors of the company or a signed lease agreement/s by both parties and confirmation that there is no billing where the entity is based, including the directors

NB. All certification must not be more than 3 months old and must be in its original format. Tender documents must be filled/completed in its original format with a black pen; no copies will be accepted. Failure to submit the mandatory document will deem the tender non-responsive and it will not be evaluated further.

Stage 1. Functionality will be evaluated based on the following criteria and bidders who failed to score a minimum functionality assessment of 70% will be considered non-responsive and will not be evaluated further.

Functionality Criteria

The evaluation of functionality shall be carried out as per the criteria set in the table below:

Criteria	Points
Traceable References -Points will be allocated per project completed in the relevant field to a maximum of 5 projects Completed. - Appointment letter/purchase order and referral letter from the benefited Institutions will serve as proof • No Appointment Letter /Purchase Order and referral letter=0 • 1 Appointment Letter /Purchase Order and referral letter = 10 • 2-3 Appointment Letter /Purchase Order and referral letter = 20 • 4 Appointment Letter /Purchase Order and referral letter =30 • 5 Appointment Letter /Purchase Order and referral letter =40	40
Capacity and Expertise to Undertake the Project Note: The scoring in this section is preferably cumulative, unless justifiable to the Specification Committee • A team leader must have a minimum of B Tech (NQF Level 7) in Civil Engineering with a minimum of five years' experience working for consulting engineers and registered with ECSA =20 • A project manager assigned to this project must be registered to ECSA with a minimum of National Diploma (NQF Level 6) in Civil Engineering =12 • A team member must have a minimum of National Diploma (NQF Level 6) in Civil Engineering=8	40
Methodology • Step by step program of the implementation of the project in line with milestones set out in terms of reference with clear timelines of the project =20	20
Total	100

It is the Bidders' responsibility to ensure that they provide all the authentic supporting documents required in order to be considered for this bid.

STAGE 2:

PRICE AND SPECIFIC GOALS (80:20)

The provisions of the Preferential Procurement Regulations 2022 and the Municipal SCM Policy will apply.

NTABANKULU LOCAL MUNICIPALITY reserves the right not to accept the lowest tender or any tender. Late, incomplete, telegraphic, or facsimile tenders will not be considered. The Council is not bound to accept the lowest or any proposal and reserves the right to accept the whole or part of the proposal or any tender or to furnish reasons for its decisions.

Further technical enquiries should be directed to **Mr. S Ndiki** at ndikis@ntabankulu.gov.za or **060 973 8676** and procurement or SCM enquiries should be directed to **Ms S. Ntanjana** at ntanjanas@ntabankulu.gov.za or **066 248 7447** during office hours i.e. between 08h00 and 16h30.

Requested by



N. Ntshobane
Bid Specification Chairperson

Recommended by



M Mhlifili
CFO

Approved by



I Sikhulu-Nqwena
Municipal Manager