

THE TENDER

PART T1: TENDERING PROCEDURES

T1.1: TENDER NOTICE AND INVITATION TO TENDER



MKHONDO
LOCAL MUNICIPALITY

TENDER INVITATION FOR:

Tender No.	Description	Briefing Date & Time	Closing Date & Time
MKHO 27/2022/23	APPOINTMENT OF A SERVICE PROVIDER TO CONDUCT MKHONDO LOCAL MUNICIPALITY BILLING DATA CLEANSING FOR A PERIOD OF 12 MONTHS	N/A	24/03/2023 @ 12H00

The Mkhondo Local Municipality hereby invites reputable service providers to submit proposals/tenders for the above-mentioned project. The service providers must comply with the VAT Act. Tender documents can be obtained from the eTenders Portal, the municipal website from **15/03/2023**. There will be no compulsory site briefing session for this project.

Fully completed tender documents in a sealed envelopes must be addressed to:

The Municipal Manager, Mkhondo Local Municipality
PO Box 23, Mkhondo, 2380,

Marked with the descriptions above and the correct reference number and deposited in the '**TENDER BOX**' situated at MKHONDO Town Hall, 33 Cnr Mark and de Wet Street, Mkhondo, **no later than the 24 March 2023**, time **12:00 noon**.

No correspondence will be entered into with any tender regarding scores obtained, reasons for no appointment, etc. **No late, telephonic, facsimile or e-mailed tenders will be accepted.**

According to the Municipality Supply Chain Regulations issued by the Minister of Finance in terms of Section 168 of the Municipal Finance Management Act, Act 56 of 2003, persons who are within the organs of the state, like Councilors, and other elected representatives, full time employees and other directors of the public and municipal entities are prohibited from being eligible to bid or be awarded a contract to provide any services to the municipality.

The following **compulsory documents** must be accompanied with the tender, and failure to provide such documentations shall constitute automatic disqualification: **Tax Compliance Status Pin, Valid letter of good standing (Compensation for Occupational Injuries and Diseases Act), Certified copy of CK Certificate, Current Municipal Account/Valid Lease agreement, Certified copy of shareholder's ID documents, full CSD Report**

Bidders must furnish latest 3 year audited financial statements if required by law.

Corporate social investment, bidders are mandated to make a provision for corporate social investment (CSI) at 1% as part of the municipality's empowerment program implemented through it's supply chain management policy when allocated work.

All submissions will be adjudicated in terms of the Mkhondo Local Municipality's Procurement Policy, the Preferential Procurement Policy Framework Act, Act No. 5 of 2000 as well as the preferential procurement regulations, 2022 (PPR 2022). The 80/20 Price and Specific goals Point System will be applicable for this tender. (A total of 12,5 preference points shall be allocated on a proportional or pro rata basis for contracting an enterprise owned by historically disadvantaged persons or individuals who meet the following requirements and a total of 7,5 preference points shall be allocated on a proportional or pro rata basis for implementing of programmes for RDP.

Method 4 of evaluation of the acceptable proposals will be applied and responsive bids are expected to score at least a minimum of 60 % for quality to be considered for further evaluation.

All bids shall be valid for a period of 90 days from the closing date of the bid

Mkhondo Local Municipality reserves the right to accept or not to accept the lowest priced or any other proposal. Bid prices will be used for evaluation purposes only and will not be considered as final award prices.

All administrative enquiries must be addressed to: Tel: Mr M.C Gumede at (017) 285 0200 or Email: mgudede@mkhondo.gov.za, Senior Supply Chain Manager and Technical enquiries to Mr FC Munzhelele at (017) 285 0220 or Email: cmunzhelele@mkhondo.gov.za; Acting General Manager Financial Services.

**Mr. MS Dlamini
Acting Municipal Manager
Mkhondo Local Municipality
33 Mark & De Wet Street
eMkhondo
2380**