



MNQUMA LOCAL MUNICIPALITY
SUPPLY CHAIN
MANAGEMENT UNIT

2023 -02- 22

Received By: S. Rubaka

Signature: [Signature]

PROJECT DESCRIPTION

BID NO.	Description	Tender Compulsory Briefing	Closing Date	Evaluation Criteria
MNQ/SCM/84/22-23	Appointment of a Professional Service Provider for Planning, Design and Project Management for the Upgrading of Msobomvu Sports Ground.	Date: 01/03/2023 Time: 10:00	Date: 28/03/2023 Time: 12:00	80/20

Technical Enquiries: Ms Z Cenya (Project Manager: PMU) at 047 050 1250 / 079 146 5537 email: zamcenya@gmail.com
SCM Enquiries: Ms. Nontathu Mnini (Manager: SCM) at (047) 050 1150 /082 457 9945 email: nmnini@mnquma.gov.za

Evaluation Criteria: The evaluation will be conducted in two (02) stages namely:

Stage 1: Administrative compliance and bidder’s competency

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.

Stage 2: Evaluation in terms of the 80/20 preference point systems prescribed in Preferential Procurement Regulations 2022

**Price=80 points,
Specific goals =20 points**

The specific goals allocated points in terms of this tender	Number of points allocated 20 points	Proof Required to score points
The promotion of South African owned enterprises	20	<ul style="list-style-type: none"> CK / Company registration not older than six (06) months Full Central Suppliers Data Base report (CSD) not older than one month Certified ID document of directors (not older than six (06) months)
Specific goals Total number of points	20	

NB: Failure of a bidder to submit proof of specific goals claimed will be interpreted to mean that preference points for specific goals are not claimed.

REQUIRED DOCUMENTS:

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

- Proof of Company Experience:**
Bidder has successfully completed 3 Planning, design and project management projects in upgrading of sports ground.
Signed reference letters or with appointment letters for Planning, design and project management projects in upgrading of sports ground

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 must 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;

- **Project Engineer:**

Academic Qualification: Degree in Building Environment with a (minimum of 3 years' experience in Design and Project management of Sport field projects)

- **Quantity Surveyor:** Academic Qualification: Degree or B-tech in quantity Surveying must have a minimum of 3 years' experience in Sport field projects.

Bidders must submit detailed CVs with original certified (not older than 06 months) copies of the required professional qualifications. If the required certified copies of professional qualifications are not attached to the CVs will lead to disqualification (Copy of a certified copy will not be considered).

- Full CSD Report (Not older than one Month)
- Only original tender documents will be accepted.
- Fully Completed Tender Forms I.e. Form of Offer, all returnable MBDs (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/ signed joint venture agreement must be submitted with the tender document.
- 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 can be obtained at Mngquma Local Municipality website www.mngquma.gov.za and eTender portal <https://entender.gov.za/>

TENDER SUBMISSION AND OPENING

Tenders/Proposals must be submitted by hand at Bid Box, Corner King and Mthatha Street, Butterworth. 4960
Tenders should be sealed, endorsed on the envelope with:

BID NO: MNQ/SCM/84/22-23

PROJECT NAME: Appointment of a Professional Service Provider for Planning, Design and Project Management for the Upgrading of Msobomvu Sports Ground

On the back of the envelope with:

- **Company name and address, contact person and contact details**

- 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 Mngquma Local Municipality for a period of 90 days from the closing date.
- The award of the tender maybe 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.mngquma.gov.za

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

- CK/ Company Registration, Certified ID copies not older than six (06) months
- Central Supplier Database (CSD) Master Registration Number or 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 to any other municipality or municipal entity for rates, taxes and/or municipal service charges which are in arrear for a period of 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 Mngquma Local Municipality (MLM) jurisdiction will be verified with MLM Revenue Section.

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S Mahasela
Municipal Manager