

## REQUEST FOR PROPOSAL

Makana Local Municipality invites all experienced and competent suitable service-providers that are fully equipped for the following request for proposal.

**Project Name: Joza Shopping Complex Proposal Call: Erven 637, 638, 639 & 644, Rini**

**Tender number: MLM/2021-22/LED/001**

**Compulsory Briefing: 04 November 2021 @11am at Makana City Hall**

**Closing Date& Time: 29 November 2021**

**Date advertised: 29 October 2021**

**Preferential point system: 80:20**

**Bidders are required to submit the following documents:**

- Bidders must submit a valid SARS Tax status report Issued with a Pin
- Certified copies of identify documents of Directors
- Completed and signed declaration of interest MBD4, MBD 6.1, MBD 8 & MBD 9, **failure to submit will result in disqualification.**
- Certified copies of BBB-EE; **failure to submit will result in loss of points.**
- Billing clearance certificate/ lease agreement signed by both parties the lessor and the lessee, if expired extension of the lease must be attached or statement of municipal accounts not more than 3 months in arrears must be attached to and be returned with the Tender documents, **failure to submit will result in disqualification.**
- Tenderers must be registered as a supplier/service provider on Makana Local Municipality supplier/service provider database and Central Supplier Database (CSD) proof of registration (Makana Database Confirmation Letter; CSD Registration report) on both databases must be submitted.
- **Proposals** which are late, incomplete, unsigned or submitted by fax to email or electronically, will not be accepted. Courier services can be used to submit the tender on behalf of the bidder, however late tenders will not be accepted.
- Documents to be filled with black ink.
- CK / Company Registration Certificate or certified copy must be submitted, if a Sole Proprietor provide affidavit confirming ownership must be submitted
- **MFMA Circular 90 will apply**
- Tenders submitted are to hold good for a period of 90 days. Tenders must remain valid for a period of 90 days after the closing date for the submission of Tenders, during which period a Tender may not be amended or withdrawn and may be accepted at any time by the Makana Municipality .Validity period can be extended when required by the municipality

**PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT NO 5, 2017 (NEW PPPFA) POINTS WILL BE AWARDED AS FOLLOWS:-**

Received Responsive proposals will be evaluated based on the following two stages, namely:

- Stage 1 – Compliance & Functionality
- Stage 2 – Price

A bidder that scores less than 70 points out of 100 in respect of “functionality” will be regarded as submitting a non-responsive proposal and will be disqualified and will be not evaluated further, i.e. for price.

### **Functionality Evaluation Criteria**

<b>Round 1 Assessments: Functionality</b>			
<b>No</b>	<b>Description of Quality Criteria</b>		<b>Score</b>
<b>1.</b>	<b>Development parameters</b>		<b>(75%)</b>
<b>1.a</b>	Prelim lay out design and possible tenants		18%
	- Preliminary design: Lay out, access roads, parking space etc - Possible tenants: Complimenting current Makhandla commercial set out	13% 5%	
<b>1.b</b>	Compliance with municipal development objectives		30%
	- Skills training in project - Development of SMME contractors - Additional beneficiation projects (type & value)	8% 10% 12%	
<b>1.c</b>	Incorporation of green building technology and the utilisation of alternative energy in the development		12%
	- Use of green technology in building designs/construction - Use of green technology in services designs/construction - use of green technology in waste removal	4% 4% 4%	
<b>1.d</b>	Labour plan		15%
	- Present a framework plan on the use of all labour especially local labour	15%	
<b>2.</b>	<b>Track record</b>		<b>(25%)</b>
<b>2.a</b>	Track record on similar projects (Success rate) (Submit reference letter for completed projects)		12,5%
<b>2.b</b>	Financial ability (Proof of commitment) (Bank Rating A, B or C)		12,5%
	<b>Total score for functionality</b>		<b>*/100%</b>

**\* Although this score will be disregarded for round 2, the proposed plans/ actions will be binding on the winning tender**

**Proposal Documents:** will be available at Makana Municipality Finance Offices upon payment of **R1495.00** non-refundable fee for each tender document from **Thursday 04<sup>th</sup> November 2021**

**Closing Date:** Completed Proposal documents in sealed envelopes, clearly marked “**Joza Shopping Complex Proposal Call: Erven 637, 638, 639 & 644, Rini; MLM/2021-22/LED/001**” should be deposited in the TENDER BOX situated at DOWN STAIRS Makana Local Municipality: Finance Department at 86 High Street Grahamstown not later than **29 November 2021 at 12h00** where they will be opened in public- names of the bidders will be called out.

Makana Local Municipality does not bind itself to accept the highest or any Proposal and reserves the right to accept the whole or part of the proposal.

**All Enquiries are to be directed to Ms. S. Gwabeni Tel 046 603 6138 on email: [sgwabeni@makana.gov.za](mailto:sgwabeni@makana.gov.za); SCM enquiries related enquiries to be directed to Ms S Mpendu at 046 603 6212, email: [smpendu@makana.gov.za](mailto:smpendu@makana.gov.za) and Ms T Dukashe at [tdukashe@makana.gov.za](mailto:tdukashe@makana.gov.za)**

Issued by office of the Municipal Manager: Mr M. Mene

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MR M MENE

MUNICIPAL MANAGER

