



NDLAMBE MUNICIPALITY
PORT ALFRED

NDLAMBE MUNICIPALITY - INVITATION TO TENDER

The Ndlambe Municipality hereby invites service providers who are meeting the requirements below to submit tenders.

BID NUMBER	T23/2526	T25/2526										
NOTICE NR	98/2026	99/2026										
BID NAME	PROVISION OF VAT SERVICES	PROVISION OF BULK WATER SERVICES										
COMPULSORY REQUIREMENTS	<ul style="list-style-type: none"> •The bidder must be a registered tax practitioner with the South African Revenue Service (SARS) and must provide proof of such registration. •The bidder must have a minimum of five (5) years' experience in VAT consulting •The bidder must submit proof of valid professional indemnity insurance with a minimum cover of R3.5 million. •The bidder must provide proof of good standing with a recognised professional body, such as the South African Institute of Chartered Accountants (SAICA), the South African Institute of Taxation (SAIT), or an equivalent recognised body. 	<p>The bidder must be Suppliers and are required to submit proof of the following:</p> <ul style="list-style-type: none"> o Existing water use authorisation o demonstrate the availability of water for bulk supply and ownership of raw water sources. Raw water sources may include: <ul style="list-style-type: none"> <input type="checkbox"/> Boreholes owners. <input type="checkbox"/> Dams <input type="checkbox"/> Natural water sources like springs and rivers 										
CLOSING DATE AND TIME	01 June 2026	01 June 2026										
FUNCTIONALITY CRITERIA	<table border="1"> <tr> <td>Experience in VAT Recovery</td> <td>25</td> </tr> <tr> <td>Experience in VAT Apportionment</td> <td>20</td> </tr> <tr> <td>Team Expertise and Experience</td> <td>20</td> </tr> <tr> <td>Training Experience</td> <td>15</td> </tr> <tr> <td>Methodology and Approach</td> <td>20</td> </tr> </table>	Experience in VAT Recovery	25	Experience in VAT Apportionment	20	Team Expertise and Experience	20	Training Experience	15	Methodology and Approach	20	N/A
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Experience in VAT Apportionment	20											
Team Expertise and Experience	20											
Training Experience	15											
Methodology and Approach	20											
MINIMUM FUNCTIONALITY SCORE	75	N/A										

Bidders shall take note of the following BID CONDITIONS:

1. Prices must be valid for at least ninety (90) days from the closing date.
2. Prices quoted must be firm and must, where applicable, be inclusive of VAT.
3. Ndlambe Municipality does not bind itself to accept the lowest bid or any other bid and reserves the right to accept the whole or part of the bid.
4. An original tax clearance certificate issued by SARS must accompany all tenders OR a tax reference number and PIN or TCC number must be provided. Tax status will also be verified against the Central Supplier Database (CSD)
5. Evidence of registration of company on the Central Supplier Database must be provided (CSD "MAAA" number).
6. Bidders must complete the following forms, which are included in the returnable document:
 - o Declaration of Interest (MBD4).
 - o Declaration of Bidder's Past Supply Chain Management Practices (MBD8).
 - o Certificate of Independent Bid Determination (MBD9).
 - o NOTE: Bids will be deemed non-responsive, where bidders submit tenders in more than one bidding entity, or where it is found that the bidder has an interest in more than one bidding entity. This includes directorship, Joint Ventures or any other interests.
7. Bidders who wish to claim for preferential points for Specific Goals in terms of the Preferential Procurement Policy of Council and the Preferential Procurement Regulations, 2022, must submit a completed form **MBD 6.1** (included in the returnable document) as well as a **certified copy** of the proof of B-BBEE status level of contribution. Further required evidence is noted in the tender document.
8. Bidders are required to submit:
 - o particulars of any contracts awarded to the bidder by an organ of state during the past five years, including particulars of any material non-compliance or dispute concerning the execution must be declared of such contracts.
 - o A statement indicating whether or not any portion of the goods or services required by the municipality are expected to be sourced from outside the Republic, and, if so, what portion and also whether or not any portion of the payment to be made by the municipality is expected to be transferred out of the Republic.
9. A Municipal Billing Clearance Certificate, which covers, if applicable, both the company and its directors, must accompany all bids (included in the returnable document).
10. It should be noted that the 80/20 or 90/10 preferential points system will be applied, and that the lowest acceptable tender will be used to determine points scoring system to be used.
11. The award will be made in terms of the Municipality's Preferential Procurement and Supply Chain Management Policies.
12. Documents are to be completed in full and in accordance with the conditions and bid rules contained in the bid documents.
13. Failure to meet the Compulsory requirements will result in the bid being deemed non-responsive.

To ensure that tenders are not exposed to invalidation, documents are to be completed in accordance with the conditions and bid rules contained in the bid documents. The returnable tender document, which includes full details of the specifications, is available for download, **free of charge**, from Ndlambe Municipality's website <https://ndlambe.gov.za/web/returnable-bid-documents/>

N.B. Bidders requiring a hard copy to be supplied by the municipality must pay a non-refundable tender deposit of R140.26, inclusive of VAT. In the latter case, the original receipt should be attached to the submitted tender document.

BIDS MAY ONLY BE SUBMITTED ON THE BID DOCUMENTATION ISSUED BY NDLAMBE MUNICIPALITY.

Tender documents may be collected from the Supply Chain Management office at Ndlambe Local Municipality Offices, 44 Campbell Street, Port Alfred, 6170 from **30 April 2026** (office hours 08h00 until 16h00).

Late submitted, unmarked, faxed, falsified, incomplete or e-mailed proposals will not be considered and will be disqualified. Completed Tender documents together with the samples of the offered units, supporting documents and externally endorsed documents must be placed in a sealed envelope marked "**BID NAME**" and deposited in the Tender Box at the Supply Chain Management Offices, 44 Campbell Street, Port Alfred not later than 12h00 on **the closing date**. Tenders will be opened at the Supply Chain Management Unit at 12h05 on the same day.

N.B. ENVELOPES NOT MARKED AS INDICATED ABOVE WILL NOT BE OPENED AND SUCH BIDS WILL BE DISQUALIFIED.

Further technical details may be obtained from SCM tenders@ndlambe.gov.za

NOTICE DATE: 30 APRIL 2026

ADV. R DUMEZWENI
MUNICIPAL MANAGER