



BID NOTICE

PROJECT DESCRIPTION

Mnquma Local Municipality hereby invites bids from all prospective accredited and qualifying service provider for the hereunder project:

BID NO.	Description	Evaluation Criteria	Closing Date
SCM/MLM/34/22-23	Hiring of a service provider for provision of Lifeguard services	80/20	Date: 09/12/2022 Time: 12:00

All enquiries must be directed to the following email addresses:

Enquiries: Ms. N. Zukulu (Unit Manager) at 047 050 1200/ 064 534 2553 email: nzukulu@mnquma.gov.za and Supply Chain Management: **MS NP Mnini(SCM Manager)** at (047) 050 1150 email: nmnini@mnquma.gov.za

Evaluation criteria: The evaluation of the bids will be conducted in **three (03) stages** namely:

Stage 1: "Administrative compliance"

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: "Functionality"

CRITERIA	WEIGHT	VALUE 1-5	MAXIMUM POSSIBILITY SCORE
1. EXPERIENCE:			45
• Bidder has successfully completed 1 project (Lifesaving) = 15 points	3	5	
• Bidder has successfully completed 2 projects (Lifesaving) = 30 points	6	5	
• Bidder has successfully completed 3 or more projects (Lifesaving) = 45 points	9	5	
• Bidder has submitted no information or inadequate information to determine the scoring level (score 0)	0	0	
NB: Proof of professional experience: Signed reference letters with appointment letters in relation to the required services must be attached in order to score points.			
2. KEYSTAFF COMPETENCY: (must be working for the bidding company)			30
Four (04) Lifeguards per beach equal to 16 employees which possess the following:			
• Academic qualifications: Grade 9 School Report/ Lifeguard Award Certificate. Experience in lifeguard(6 points for	6	5	

experience per year for each employee (max. 5 years) = 30 points			
Bidders must submit detailed CVs with certified copies of the required School Report/ Lifeguard Award Certificate not older than 06 months. If the required certified copies are not attached to the CV's no points will be allocated. (Copy of certified copy will not be considered)			
3. EQUIPMENT			12
• Minimum of four (04) whistles = 2 points	0.4	5	
• Minimum of four (04) Rescue Boards = 2 points	0.4	5	
• Minimum of four (04) Fins = 2 points	0.4	5	
• Minimum of eight (08) Flags = 2 points	0.4	5	
• Minimum of four (08) Torpedo's = 2 points	0.4	5	
• Minimum of two (02) First aid boxes = 2 points	0.4	5	
Proof of ownership: Signed letter confirming ownership in a company letterhead is required in order to score points. If the required proof of ownership is not attached to the bid no points will be allocated.			
4. Methodology			13
Understanding of the terms of reference, refer to the Terms of Reference. The following information must be included:			
• Demonstrate how you will manage the project, risk management associated with the project, turnaround times etc. = 13 points	2.6	5	
Methodology/ proposals on the sub criteria point above must be attached to the bid failure which no points will be allocated.			
Total			100

NB: Bidders must score 70 out of 100 to proceed to the next stage (Financial Evaluation)

Stage 3: Evaluation in terms of the 80/20 preference point systems prescribed in Preferential Procurement Regulations.

Price=80 points, B-BBEE=20 points. Bidders are required to submit an original or certified copy of B-BBEE certificate to claim preferential points.

REQUIRED DOCUMENTS:

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

- Full CSD Report (Not older than one Month)
- Only the original tender documents, printed one (01) sided will be accepted.
- Fully completed Forms i.e. Form of offer, all returnable MBDs MBD 1-9 (Part of the document). Return all returnable documents to the employer after the completing them in their entirety by writing legibly in non-erasable ink.

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 is 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;
- 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

- In the case of partnerships/consortiums/ joint venture agreement, signed agreement must be submitted with the tender document; and
- 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 are downloadable at the municipal website: www.mnquma.gov.za and on eTender portal: <https://etenders.treasury.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 **front of the envelope** with:

- **BID NO: MNQ/SCM/34/22-23**
- **PROJECT NAME: Appointment of a service provider for lifeguard services.**

On the **back of the envelope** with:

Company Name, Address, Contact Person and Contact Details

emailed tenders will be accepted

- The tender offer submitted shall remain valid, irrevocable and open for written acceptance by the Mnquma Local Municipality for a period of 90 days from the closing date.
- The award of the tender may be 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.mnquma.gov.za

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

- CK/ Company registration, Certified ID Copies not older than six (06) month
- 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 any other municipality or municipal entity for rates, taxes and/or municipal service charges which are in arrear for a period 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 Mnquma Local Municipality (MLM) jurisdiction will be verified with MLM Revenue Section.

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S. MAHLASELA
MUNICIPAL MANAGER