

**BUDGET AND TREASURY DIRECTORATE**

**SUPPLY CHAIN MANAGEMENT (SCM)**

**TENDERS**

**NOTICE**

Tenders are invited for the following:

Documents for the following tenders can be obtained at the applicable **non-refundable** amount per set at Supply Chain Management Tender Office, Harrower Road North End, Port Elizabeth 6001, fax 041 5061969, tel. 041 506 7531, or by prior notification from the Uitenhage Supply Chain Management Office, 17 Sellick Street, Uitenhage, tel. 041 994 1111

**This after payment has been made in Port Elizabeth at the cashiers, Mfanasekhaya Gqobose Building (formerly Eric Tindale Building), Govan Mbeki Avenue or in Uitenhage at the Treasury Office, Market Street,**

When payment is made, please quote the following information:

*On cash/cheque payment:* Vote 00154776

*On bank transfer payment:* Bank account number: 4079533826, Code 632005

Account name: N.M.B.M. – Deposit Account/Primary Deposit account

Bank : ABSA Bank, P.E.

Reference : Vote 00154776

Proof of payment must be provided.

<b>TRI-ANNUAL TENDERS</b>		
<b>Period:</b> Tenders are invited for a 12 – 36 months period		
<b>SCM No.</b>	<b>Service/Good/Other – Value exceeding R1 000 000,00 including VAT</b>	<b>Tender Fee</b>
SCM/1030/S/2022-2023	DOCUMENT ARCHIVING: LEARNERS AND DRIVERS LICENSES  <b>Non-compulsory clarification:</b> 25 November 2022 at 09:00 AM, at Sidwell Traffic Department, Boardroom, Corner Sidwell and Cresswell Street, Port Elizabeth 6000  Validity Period: 90 Days	R 492.00

All tenderers must be registered on the Municipality's supplier's database through NMBM database. The Municipality reserves the right not to consider the tenders of tenderers not registered on the Nelson Mandela Bay Municipality's supplier's database. Please phone NMBM database 041 – 5063274/3266 to register, if not yet registered.

Tenderers arriving 10 minutes late will not be allowed into a clarification meeting.

**SUBMISSION AND OPENING OF TENDERS**

Tenders must reach the Municipality by not later than **11:00am on :**

**19 JANUARY 2023:** SCM/1030/S/2022-2023

The tenders in sealed envelopes, clearly stating the contract number and description, must be placed in the tender box at either the Supply Chain Management Offices in Harrower Road North End, or at the Municipal Offices, Market Street, Uitenhage between 8:00 and 16:00 weekdays.

Tenders will be publicly opened simultaneously in the boardroom, Supply Chain Management Office, Harrower Road, North End, Port Elizabeth and the Conference Room, first floor, Municipal Offices, Market Street, Uitenhage, shortly after 11:00 on the application Thursday.

The Council does not bind itself to accept the lowest or any tenders and late tenders will not be accepted.

The Council promotes the use of previously disadvantaged small and medium contractors. Details of the preference formula appear in the Supply Chain Management Policy of the Municipality and can be obtained from the Director: Supply Chain Management, Harrower Road, North End, Port Elizabeth.

**As per Section 22(1)(b)(ii) of the SCM Policy, bids may be submitted only on the original stamped bid documentation provided by the NMBM; and the date, time and venue of any compulsory site meeting of briefing session as per Section 22(1)(b)(iii) of the SCM Policy, and Section 22(1)(b)(iv), a bid from a prospective bidder who did not attend a prescribed compulsory site meeting or briefing session referred to in subparagraph (iii) will not be considered.**

**ALL BID MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED BY THE MUNICIPALITY – NOT TO BE RE-TYPED OR COPIED.”**

**MEMBERS OF THE PUBLIC MUST PLEASE NOTE THAT ACCESS TO THE OPENING OF TENDERS WILL BE LIMITED TO 50% OF THE VENUE AS PER THE DISASTER MANAGEMENT REGULATIONS.**

#### **CANCELLATION OF TENDER**

Please note that the following tender has been cancelled as per City Manager resolution 3657 :

<b>Contract Enquiry No.</b>	<b>Description</b>	<b>Reason/s</b>
SCM/20-81/S	SPECIALIST REPAIRS AND MAINTENANCE OF VEHICLE COMPONENTS	As per section 29(12)(f) of the Municipal Supply Chain Management Policy