

**EMAKHAZENI LOCAL MUNICIPALITY**



**APPOINTMENT OF ELECTRICAL CONTRACTOR FOR THE ELECTRIFICATION  
OF HOUSES IN MADALA TOWNSHIP**

**ELM 23-24/05/01**

**TENDER DOCUMENT**

**CIDB GRADING 2EP**

**EMPLOYER**

EMAKHAZENI LOCAL MUNICIPALITY  
25 Schepeers Street  
Belfast  
MPUMALANGA  
1100  
Tel: (013) 253 7600  
Fax: (013) 253 1696

**EMPLOYER'S REPRESENTATIVE**

JUSBEN CONSULTING ENGINEERS  
Fiddle Street 13  
Witbank  
MPUMALANGA  
1035



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## **T1.1 TENDER NOTICE AND INVITATION TO TENDER**

Bid documents will be obtainable on payment of cash non-refundable document fee of **R350.00** per document from the offices of the Emakhazeni Local Municipality, 25 Scheepers Street, Belfast during office hours from 07H45 to 12h30 and 13h00 to 15h00 weekdays, or EFT payment made into the following bank account: **FNB Current Account Number 62028195510 Branch Code 270351, Tender Reference number (Project Number and Company Name)**, the document can only be obtained from our municipal offices at 25 Scheepers Street, Belfast.

Tenders are to be completed in black ink and completed in accordance with the conditions and rules contained in the tender documents. The tenders and relevant documents must be sealed in a envelope and externally endorsed with **Project No; and Description**; and be deposited in the Tender Box, Ground Floor, Emakhazeni Local Municipality, 25 Scheepers Street, Belfast, Mpumalanga. **The Tenders shall remain valid for a period of 90 days from the closing date.** Telegraphic, telephonic, fax, telex e-mail or late tenders will not be accepted.

Project number	Description	Availability of Tender document	Closing Date	Functionality %	Contact person
ELM 23-24/05/01	<b>APPOINTMENT OF ELECTRICAL CONTRACTOR FOR THE ELECTRIFICATION OF HOUSES IN MADALA TOWNSHIP</b>	Friday, the 17 <sup>th</sup> of May 2024	Tuesday, the 28 <sup>th</sup> of May 2024 at 12h00	70%	Procurement enquiries: Madiope J at 013 253 7601 <a href="mailto:joas.madiope@emakhazeni.gov.za">joas.madiope@emakhazeni.gov.za</a>  Technical enquiries: Audrey Mathebe at 013 253 7600 <a href="mailto:audrey.mathebe@emakhazeni.gov.za">audrey.mathebe@emakhazeni.gov.za</a>

Tenders will be evaluated in terms of the Supply Chain Management policy of the Emakhazeni Local Municipality aligned to preferential procurement policy framework (PPFA) (Act 5 of 2000). The method for evaluation of service providers is based on functionality, price and preferential (80/20 preference). Company Registration Number and tax compliance status PIN to enable the municipality to verify the bidder's tax compliance status must be attached. Service providers must be registered at central supplier database (CSD). Service provider must also ensure that their BBBEE certificate or sworn affidavit is still valid as they will have a big impact during evaluation processes.

### **NOTE TO BIDDERS ON BID CONDITIONS:**

- The Supply Chain Management Policy of Emakhazeni Local Municipality will apply. The Council reserves the right not to accept the lowest bid or any bid and reserves the right to accept the whole or part of the bid, or to reject all bids and cancel the notice to bid;
- Bids that are submitted late, incomplete, unsigned or by facsimile, electronically or not completed in black ink will be rejected and not accepted for further evaluation;
- Members or Directors of Companies or Service Providers who are state employees are not allowed to bid or quote;
- Bids submitted are to be valid for a period of 90 days;

**MR. J.W. SHABANGU  
MUNICIPAL MANAGER  
EMAKHAZENI LOCAL MUNICIPALITY**



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**Evaluation of Tenders**

The Municipal SCM Policy & National Treasure Guidelines will be used for evaluation of prospective service providers as per the approved scoring system by the specification committee. The 80/20 point system shall be used for Evaluation of tender documents in terms of Preferential Procurement Point Framework Act.

Received Responsive bids will be evaluated based on the following criteria:

Stage 1 – Completeness & Functionality

Stage 2 – Price and Specific goals Points

**FUNCTIONALITY POINTS:**

Bid Evaluation Criteria			Maximum Points	Elimination Factor
A. Key Staff Experience			30	YES
<ul style="list-style-type: none"><li>Registered Installation Electrician</li></ul>	20			
<ul style="list-style-type: none"><li>Qualified Electrical Technician (N3 and above or equivalent)</li></ul>	10			
Attach CVs and certificates				
B. Organizations' competency and accreditation			20	YES
<ul style="list-style-type: none"><li>Registration as Electrical Contractor with Dep. Of Labour</li></ul>	20			
Attach Proof				
C. Organization's experience			20	NO
Previous Electrification work completed (Main Contractor):				
<ul style="list-style-type: none"><li>1-2 Projects in electrification or similar</li></ul>	10			
<ul style="list-style-type: none"><li>3-4 Projects in electrification or similar</li></ul>	20			
Previous Electrification work completed (Sub-Contractor)				
<ul style="list-style-type: none"><li>1-2 Projects in electrification or similar</li></ul>	5			
<ul style="list-style-type: none"><li>3-4 Projects in electrification or similar</li></ul>	10			
Attach appointment letters, and completion certificates. For sub-contracted projects, attach appointment letters and completion certificates of the main contractor.				
D. PLANT			20	NO
	Owned	Leased		
<ul style="list-style-type: none"><li>Pickup truck / LDV</li></ul>	20	10		
Attach Registration certificate and valid vehicle licenses.				
For leased plant, attach the lease agreement or letter of intent with registration certificates and valid vehicle licenses.				
E. LOCALITY			10	NO
<ul style="list-style-type: none"><li>Main office is within Emakhazeni Local Municipality</li></ul>	10			
<ul style="list-style-type: none"><li>Main office is within Nkangala District Municipality</li></ul>	7			
<ul style="list-style-type: none"><li>Main office is within Mpumalanga</li></ul>	5			
<ul style="list-style-type: none"><li>Main office is outside Mpumalanga</li></ul>	3			



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<b>Attach proof (Water and Lights/ utility bill)</b>		
<b>TOTAL</b>	<b>100</b>	

NB: To enable to claim the above-mentioned points proof of all the points to be claimed must be submitted.

- 1. The minimum qualifying score for functionality is 70% .**
- 2. Bidders who scored 70% and more on functionality will qualify for further evaluation.**
- 3. Bidders who scored less than 70% will be disqualified.**

**PREFERENTIAL POINTS ALLOCATION**

**80 – POINTS (FOR PRICE):**

<b>DESCRIPTION</b>	<b>ALLOCATED POINTS</b>
<b>Price Competitiveness</b>	<b>80</b>

**20 – POINTS (FOR SPECIFIC GOALS):**

<b>The specific goals allocated points in terms of this tender</b>	<b>Number of points claimed (80/20 system) (To be completed by the tenderer)</b>	<b>Means of verification</b>
2,5 points for 100% black person or people owned enterprise;		Certified Identity Documents of the owners and CSD Report
2,5 points for more than 30% woman or women shareholding or owned enterprise;		Certified Identity Documents of the owners and CSD Report
2,5 points for more than 30% youth shareholding or owned enterprise;		Certified Identity Documents of the owners and CSD Report
2,5 points for more than 30% people living with disability shareholding or owned enterprise.		CSD Report
2,5 points for enterprise regarded as EMEs located within the local area of jurisdiction;		B-BBEE Sworn Affidavit and Municipal rates from ELM, together with proof of residence
5 points for Corporate Social Investment (CSI) or Social Labour Plan proposition;		Corporate Social Investment (CSI) or Social Labour Plan
2,5 points for valid B-BBEE level 1 contribution		B-BBEE Certificate or equivalent