

TENDER

Great Kei Municipality hereby invites submission of tenders for the following Projects: -

| TENDER NO. | TENDER NAME | BRIEF DESCRIPTION | CLOSING DATE |
|--------------------------|--|--|----------------------------|
| TENDER BTO:18/2022/23 | Provision of Banking Services for a Period of 5 Years | The municipality is calling for Quotations for Provision of Banking Services for a Period of 5 Years. | 13 March 2023 at 11am |
| BTO: 19/2022/23 | Preparation Of GRAP Compliant Fixed Asset Register For Movables and Immovable Assets For A Period Of Two (2) Years. | The municipality is calling for quotations for Preparation Of GRAP Compliant Fixed Asset Register For Movables And Immovable Assets For A Period Of Two (2) Years | 26 Jan 2023 at 11:00am |
| BTO:20/2022/23 | Provision of insurance for municipal assets and public liability | The municipality is calling for quotations for provision of insurance for municipal assets and public liability. | 26 Jan 2023 at 11:00 am |

Bid documents will be available at Great Kei Local Municipality Budget and Treasury SCM Offices offices, 17 Main Street, Municipal Building, Komga, 4950 upon payment of a **non-refundable** deposit of R 350.00 per document. **Only bank deposit or EFT will be accepted.**

Project enquiries shall be directed to: **Ms. N Sana on 043 831 5700 for Provision of Banking Services & Mr A Nombexeza for Preparation of GRAP Compliant Fixed Assets Register for Movables & immovable and Provision of insurance for municipal assets and public liability** during normal office hours (08h00-16h30), all bidding enquiries shall be directed to Mr. Nombexeza during normal office hours (043 831 5700) (08:00-16h30)

Completed bids and supporting documentation, placed in a **SEPARATE** sealed envelope for **each project** clearly written on the outside as per the bid document: e.g. **"BID NO: "BTO: 18/2022/23, Provision of Banking Services for a Period of 5 Years"** documents must be **placed in an envelope** and must be dropped in the marked bid box placed at the reception of the Great Kei Local Municipality offices at 17 Main Street, Municipal Building, Komga, 4950 not later than **11h00 on the dates as mentioned above**, all the received bids will be opened in public.

BIDS WILL BE EVALUATED ON THE BASIS OF RESPOSIVENESS FIRST THEN FUNCTIONALITY AND ONLY RESPONSIVE BIDS WILL BE EVALUATED ON PRICE AND B-BBEE STATUS CONTRIBUTOR AT 90/20 POINTS BASIS (FOR BANKING SERVICES) AND 80/20 FOR (PREPARATION OF GRAP COMPLIANT FIXED ASSET REGISTER FOR MOVABLES AND IMMOVABLE ASSETS FOR A PERIOD OF TWO (2) YEARS AND PROVISION OF INSURANCE FOR MUNICIPAL ASSETS AND PUBLIC LIABILITY) AS INDICATED FROM THE ABOVE TABLE. PREFERENTIAL POINTS ARE ALLOCATED/ AWARDED IN ACCORDANCE TO PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT 5 OF 2000 (PPPFA) AND THE PPPFA REGULATIONS OF 2017.

Functionality: 100 points, Minimum qualifying points will be 80% for Provision of Banking Services for the period of Five (05) years.

PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT (PPPFA) POINTS WILL BE AWARDED AS FOLLOWS:

| | |
|------------------------------------|-------------------|
| Price | - 90 points |
| B-BBEE Status Level of contributor | - 10 points |
| TOTAL | 100 points |

Functionality: 100 points, Minimum qualifying points will be 70% for preparation of GRAP compliant fixed asset register for movables and immovable for a period of two (2) years and provision of insurance for municipal assets and public liability)

| | |
|------------------------------------|-------------------|
| Price | - 80 points |
| B-BBEE Status Level of contributor | - 20 points |
| TOTAL | 100 points |

THE FOLLOWING DOCUMENTS MUST ACCOMPANY TENDERS SUBMITTED BY PROSPECTIVE SERVICE PROVIDERS IN ORDER FOR THEM TO BE CONSIDERED. FAILING WHICH THEY WILL BE DISQUALIFIED:-

- Bidders to provide Tax Compliance status pin.
- Original Certified copy/ies of Identity Document/s of the Directors
- Tender document and MBD's must be completed accurately
- Bank must be registered in terms of the Bank Act, 1990 (Act No. 94 of 1990)
- Valid Billing Clearance Certificate from your local municipality or lease agreement.
- Bidders must be registered on CSD.

Late, faxed and e-mailed tender documents will not be considered or will be disqualified. Completed tender documents must be **deposited in the tender box located in the Budget and Treasury Office / Reception area between the hours 08H00 till 16H30 17 Main Street, Komga, 4950 before or not later than the dates as indicated. Council does not bind itself to accept the lowest or any tenders.** Each bidder must submit a copy of their proposal in a sealed envelope marked **"PROVISION OF BANKING SERVICES FOR A PERIOD OF 5 YEARS"**

For enquiries contact The Manager: Budget and Reporting. Ms. N. Sana at 043 831 5700/01 for **Provision of Banking Services** and

Mr. A. Nombexeza for **Preparation of GRAP compliant fixed asset register for movables and immovable assets for a period of two (2) years and provision of insurance for municipal assets and public liability**

NB: Bidders who are working for state will not be considered.



Handwritten signature and date: 11/01/2023