



## TENDER DATA

1.	The Employer is: Nkangala District Municipality P.O Box 437 Middelburg 1050			
2.	Tender Documents			
	<p><b>Tendering Procedures</b> Tender notice and invitation to tender. Tender data</p> <p><b>Returnable Documents</b> List of Returnable Documents</p> <p><b>The Contract</b> <b>Agreements and Contract data</b> Forms of Offer and Acceptance Contract Data</p> <p><b>Pricing Data</b> Pricing Instruction Bill of Quantities</p> <p><b>Terms of Reference</b> Terms of Reference</p> <p><b>Additional Relevant Documents</b> Supply Chain Management Policy</p>			
3.	<p><b>Interpretation</b></p> <p>The tender data and additional requirements contained in the tender schedules that are included in the returnable documents are deemed to be part of these tender conditions.</p>			
4.	<p><b>Communication.</b></p> <p>The Employer's Representative is:</p> <table border="1"><tr><td><p><b><u>Accounting Officer:</u></b> MM Skosana P. O. Box 437 Middelburg 1050. Tel: 013 249 2000 / 2006</p></td><td><p><b><u>Procurement Enquiries:</u></b> Supply Chain Unit P.O. Box 437 Middelburg 1050 013 249 2104 / 3 / 5 / 6 / 7</p></td><td><p><b><u>Technical Enquiries:</u></b> MJ Nhlapo P.O. Box 437 Middelburg 1050 Tel: 013 249 2077</p></td></tr></table>	<p><b><u>Accounting Officer:</u></b> MM Skosana P. O. Box 437 Middelburg 1050. Tel: 013 249 2000 / 2006</p>	<p><b><u>Procurement Enquiries:</u></b> Supply Chain Unit P.O. Box 437 Middelburg 1050 013 249 2104 / 3 / 5 / 6 / 7</p>	<p><b><u>Technical Enquiries:</u></b> MJ Nhlapo P.O. Box 437 Middelburg 1050 Tel: 013 249 2077</p>
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4.1	<p>Attention is drawn to the fact that verbal communication given by the Employer's representative prior to the close of tenders will not be regarded as binding on the employer. Only information issued formally by the employer in writing to the tenders, under the signature of the Accounting Officer will be regarded as amending the tender documents.</p>			
5	<p><b>The Employer's right to accept or reject any tender offer.</b></p> <p>The employer has the right not to accept the lowest tender and to accept the whole or part of any tender or not to consider any tender not suitably endorsed is fully reserved by the Nkangala District Municipality.</p>			



<p><b>6</b></p> <p><b>6.1</b></p> <p><b>6.2</b></p> <p><b>6.3</b></p> <p><b>6.4</b></p>	<p><b>Tenderer Obligations</b></p> <p>The Council retains the right to call for any additional information that it may deem necessary.</p> <p>If tendering as a Joint Venture, Joint venture must be constituted by means of a comprehensive and fair, written agreement between the members, which sets out their obligations, rights, risks and rewards.</p> <p>Joint venture members should share at least the following aspects of the joint venture activities in a meaningful and equitable manner:</p> <ol style="list-style-type: none"> <li>1. Control</li> <li>2. Management</li> <li>3. Operations</li> <li>4. Risk</li> <li>5. Profit and Loss</li> </ol> <p>If a Tenderer , or any person employed by him is found to have either directly or indirectly, promised or given to any person in the employment of Council, any commission, gratuity, gift or other consideration, The Council shall have the right to summarily and without recourse to law and without prejudice to any other legal remedy which it may have in regard to any loss and/ or additional costs or expenses, to disqualify the Tender or cancel the Contract without paying any compensation to the aforesaid Tender or Contract.</p> <p>At the request of the Municipal Manager or his authorised representative from furnishing him with additional information, or with a sample or specimen for testing purposes or otherwise, or from giving a demonstration to enable the recommendation to the Council's responsible Committee on the award of the contract be formulated,</p>
<p><b>7.</b></p>	<p><b>Tender Eligibility</b></p> <p>Only those tenderers who satisfy the following criteria are eligible to submit tenders:</p> <ul style="list-style-type: none"> <li>• The Project leader must have a valid accreditation by a relevant SETA and/or QCATO, indicating the relevant learnership the Bidder is applying for.</li> </ul>
<p><b>8</b></p>	<p><b>Compensation of tendering</b></p> <p>The employer will not compensate the tenderer for any costs incurred in the preparation and submission of a tender offer, including the cost of any testing necessary to demonstrate that aspects of the offer satisfy requirements.</p>
<p><b>9</b></p>	<p><b>Check documents.</b></p> <p>The Tenderer should check the tender documents on receipt for completeness and notify the employer of any discrepancy or omission.</p> <p><b>Nkangala District Municipality reserves the right to request the bidder to submit original documents (as detailed in the proposed key personnel of the tender document and but not limited to, company CK document, qualifications of key personnel for review and certification by its Commissioner of Oath.</b></p>
<p><b>10.1</b></p>	<p><b>Confidentiality and Copyright of Documents.</b></p> <p>Treat as confidential all matters arising in connection with the tender. Use and copy the documents issued by the employer only for the purpose of preparing and submitting a tender offer in response to the invitation.</p>



	<p>In submitting any information or documentation requested in this tender or any other information that may be requested pursuant to this Tender, you are consenting to the processing by Nkangala District Municipality, or its stakeholders of your personal information and all other personal information contained therein, as contemplated in the Protection of Personal Information Act, No.4 of 2013 and Regulations promulgated thereunder (“POPI Act”). Further, you declare that you have obtained all consents required by the POPI Act or any other law applicable. Thus, you hereby indemnify NDM against any civil or criminal action, administrative fine or other penalty or loss that may arise because of the processing of any personal information that you submit.</p>						
10.2	<p><b>Clarification Meeting</b></p> <p>A compulsory briefing/clarification meeting shall be held virtually through Microsoft Teams on the <b>06<sup>TH</sup> June 2024 at 10:00am</b>. Please note that the link to attend the briefing session meeting may be requested from <a href="mailto:nhlaphomj@nkangaladm.gov.za">nhlaphomj@nkangaladm.gov.za</a>.</p>						
11	<p><b>Submitting tender offer:</b></p> <p>11.1 No Tender document will be considered unless submitted on Council’s Official Tender Document</p> <p>11.2 Return all the returnable documents to the employer after completing them.</p> <p>11.3 Tenders must be deposited in the tender box clearly marked:  <b>ADDITIONAL PANEL OF ACCREDITED TRAINING SERVICE PROVIDERS TO RENDER VARIOUS TRAINING INTERVENTIONS AND/OR PROGRAMMES TO NKANGALA DISTRICT MUNICIPALITY FOR A PERIOD OF THIRTY SIX (36) MONTHS.</b></p> <p><b>Location of tender Box:</b> Main Entrance Ground floor Nkangala DM Building  <b>Physical Address:</b> Nkangala District Municipality, 2A Walter Sisulu Street, Middleburg 1050.</p> <p>11.4 Telephonic, telegraphic, telex, facsimile or emailed tenders will not be considered.</p> <p>11.5 All tender received by the Nkangala District Municipality will remain in the Municipality’s possession until after the stipulated closing date and time.</p> <p>11.6 Accept that a tender submitted to the employer cannot be withdrawn or substituted. No substitute tenders will be considered.</p> <p>12. <b>Professional indemnity insurance</b></p> <p>The Employer shall not award a contract to any bidder that does not hold a valid professional indemnity insurance policy cover in an amount less not than <b>R500 000.00 [Five Hundred Thousand Rand]</b> in respect of each claim owing, for the duration of the contract. The service provider may be requested to increase the indemnity insurance should a need arise.</p>						
13.	<p><b>Closing Time:</b></p> <p>13.1 The time and location for opening of the Tender offers are:</p> <table border="1" data-bbox="272 1845 948 2047"> <tr> <td>Closing Time:</td> <td><b>12:00</b></td> </tr> <tr> <td>Closing Date:</td> <td><b>01<sup>st</sup> July 2024</b></td> </tr> <tr> <td>Location:</td> <td><b>Nkangala District Municipality 2A Walter Sisulu Street Middelburg 1050</b></td> </tr> </table>	Closing Time:	<b>12:00</b>	Closing Date:	<b>01<sup>st</sup> July 2024</b>	Location:	<b>Nkangala District Municipality 2A Walter Sisulu Street Middelburg 1050</b>
Closing Time:	<b>12:00</b>						
Closing Date:	<b>01<sup>st</sup> July 2024</b>						
Location:	<b>Nkangala District Municipality 2A Walter Sisulu Street Middelburg 1050</b>						



13.2	After the opening of the tender proposals, no information relating to the clarification, determination of responsiveness, evaluation and comparison of tender proposals and recommendations concerning the award of the tender shall be disclosed to any other tenderer or persons not concerned with such process until the award of the Tender has been announced by the NDM.								
14.	<p><b>Pricing the tender</b></p> <p>State the rates and prices in Rand.</p>								
15.	<p><b>Alterations to the Tender Documents.</b></p> <p><b>No</b> alterations may be made to the tender document issued by the employer.</p> <p>Proposals and any other supporting documents must be attached to the back of this tender document.</p>								
16.	<p><b>Alternative tender offer.</b></p> <p><b>No</b> alternative tender offers will be considered or accepted.</p>								
17.	<p><b>Tender Offer Validity</b></p> <p>The Tender offer validity period is <b>90</b> days from the closing date.</p>								
18.	<p><b>Tender clarification after submission</b></p> <p>A tender may be regarded as non-responsive if the tenderer fails to provide clarification requested by the employer within the time for submission stated in the employer's written request.</p>								
<p>19.</p> <p>19.1</p> <p>19.2</p> <p>19.3</p>	<p><b>Tender evaluation points</b></p> <p>The value of this bid is estimated not to exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 system shall be applicable.</p> <p>Preference points for this bid shall be awarded for:</p> <p style="margin-left: 40px;">(a) Price; and (b) Specific Goals.</p> <p>The maximum points for this bid are allocated as follows:</p> <table border="1" data-bbox="271 1456 1388 1668"> <thead> <tr> <th></th> <th>POINTS</th> </tr> </thead> <tbody> <tr> <td><b>PRICE</b></td> <td><b>80</b></td> </tr> <tr> <td><b>SPECIFIC GOALS</b></td> <td><b>20</b></td> </tr> <tr> <td><b>Total points for Price and Specific Goals</b></td> <td><b>100</b></td> </tr> </tbody> </table>		POINTS	<b>PRICE</b>	<b>80</b>	<b>SPECIFIC GOALS</b>	<b>20</b>	<b>Total points for Price and Specific Goals</b>	<b>100</b>
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<b>SPECIFIC GOALS</b>	<b>20</b>								
<b>Total points for Price and Specific Goals</b>	<b>100</b>								
20.	<p><b>Evaluation of Tenders</b></p> <p>The Tenderers notice is drawn to the fact that the evaluation, adjudication and awarding of this tender will be in terms of the Supply Chain Management Policy of the NDM.</p> <p>20.1 <b>The following steps will be followed in evaluation:</b></p> <ol style="list-style-type: none"> <li>1. Determination of whether tender offers are complete.</li> <li>2. Determination of whether tender offers are responsive.</li> </ol>								



3. Determination of the reasonableness of tender offers.  
 4. Confirmation of the eligibility of preferential points claimed by tenderers.  
 5. Awarding of points for financial offer.  
 6. Ranking of tenderers according to the total points  
 7. Performance of risk analysis by checking the credit record of the tenderers

**20.2 Evaluation Criteria**

The procedure for the evaluation of responsive Bids will be on the average of the previous three projects where the firm was involved

**21.** Tenders are adjudicated in terms of NDM Supply Chain Management Policy, and the following framework is provided as a guideline in this regard.

<b>Evaluation Criteria</b>	
The Firm's tender responsiveness in relation to points is therefore summarized as follows:	
Personnel	30
Proposed methodology & approach	30
Experience of Firm on similar or comparable projects	30
<b>TOTAL</b>	<b>90</b>

**A firm must obtain a minimum of 65 points out of the 90 points above to be considered for price and specific goals evaluation.**

<b>Tender Responsiveness</b>				
Tender responsiveness shall mean tender compliance with all the prescribed key requirements for submission with this tender which are regarded as eliminating factors. Elimination factors include non-compliance with key requirements specified for the following:				
<b>Project Director / Team Leader:</b>		<b>(Maximum Points obtainable 10)</b>		
Name of Project Director/Team Leader: .....				
<b>Evaluation Criteria</b>	<b>Minimum Required</b>	<b>Elimination Factor</b>	<b>Points obtainable</b>	<b>Points Claimed</b>
Academic Qualifications (Note 1)	Masters Degree in Project Management/Community Development/Developmental Studies/Education/Training and Moderation (NQF9)	No	10	
	Post Graduate Diploma in Project Management/Community Development/Developmental Studies/Education/Training and Moderation (NQF 8)	No	8	
	Advanced Diploma in Project	No	6	



**APPOINTMENT OF ADDITIONAL PANEL OF ACCREDITED TRAINING SERVICE PROVIDERS TO RENDER VARIOUS TRAINING INTERVENTIONS AND/OR PROGRAMMES TO NKANGALA DISTRICT MUNICIPALITY FOR A PERIOD OF THIRTY SIX (36) MONTHS (RE-ADVERT)**

	Management/Community Development/Developmental Studies/Education/Training and Moderation (NQF 7)			
	Diploma in Project Management/Community Development/Developmental Studies/Education/Training and Moderation (NQF 6)	No	4	
Accreditation / Registration	A valid accreditation of the Project Manager for a relevant SETA and/or QCATO, learnership for which is applied.	yes	0	
<b>SUB TOTAL</b>			<b>10</b>	
<b>TOTAL</b>			<b>10</b>	

**Name of Assistant Manager:** (Maximum Points obtainable 5)

**Name of Assistant Manager:** .....

Evaluation Criteria	Minimum Required	Elimination Factor	Points Obtainable	Points Claimed
Academic Qualifications (Note 1)	Advanced Diploma in Project Management/Community Development/Developmental Studies/Education/Training and Moderation/Civil Engineering (NQF 7)	No	5	
	Diploma in Project Management/Community Development/Developmental Studies/Education/Training and Moderation/Civil Engineering (NQF 6)	No	2.5	
<b>SUB TOTAL</b>			<b>5</b>	
<b>TOTAL</b>			<b>5</b>	

**NOTE: SHOULD THE ASSISTANT MANAGER BE THE SAME, AS PROJECT LEADER ZERO POINTS WILL BE ALLOCATED.**

**Facilitator:** (Maximum Points obtainable 05)

**Name of Facilitator:** .....

Evaluation Criteria	Minimum Required	Elimination Factor	Points Obtainable	Points Claimed
Facilitator Accreditation certificate	Facilitator Accreditation Certificate by the applicable Sector Education and Training Authority (SETA) and/or Quality Council for Trades & Occupation (QCTO).	Yes	5	
<b>Sub-total</b>			<b>5</b>	



**Assessor:** (Maximum Points obtainable 05)

**Name Assessor:** .....

Evaluation Criteria	Minimum Required	Elimination Factor	Points Obtainable	Points Claimed
Assessor Accreditation Certificate	Assessor Accreditation Certificate by the applicable Sector Education and Training Authority (SETA) and/or Quality Council for Trades & Occupation (QCTO).	Yes	5	
<b>Sub-total</b>			<b>5</b>	

**Moderator:** (Maximum Points obtainable 05)

**Name of Moderator:** .....

Evaluation Criteria	Minimum Required	Elimination Factor	Points Obtainable	Points Claimed
Moderator Accreditation Certificate	Moderator Accreditation Certificate by the applicable Sector Education and Training Authority (SETA) and/or Quality Council for Trades & Occupation (QCTO).	Yes	5	
<b>Sub-total</b>			<b>5</b>	

**NOTE: SHOULD THE FACILITATOR, ASSESSOR AND MODERATER BE THE SAME PERSON 0 (NIL) POINTS WILL BE ALLOCATED AND THE BIDDER WILL BE ELIMINATED FROM FURTHER EVALUATION. THE BIDDER SHOULD ENSURE THAT THE ABOVEMENTIONED ARE 3 SEPARATE INDIVIDUALS.**

**PROPOSED LEARNING/TRAINING INTERVENTIONS: -**

The table hereunder depicts the learning and/or training interventions required by Nkangala District Municipality: -

**List of qualifications for the development of the Panel of Accredited Training Providers**

SAQA ID	QUALIFICATION TITLE	Level	Credits	PARTICIPATION	
				YES	NO
66589	National Certificate: Horticulture	NQF Level 02	120		
66429	National Certificate: Landscape Irrigation	NQF Level 02	120		
49009	National Certificate: Plant Production	NQF Level 04	142		
48975	National Certificate: Plant Production	NQF Level 02	120		
49578	National Certificate: Poultry Production	NQF Level 03	138		
49582	National Certificate: Poultry Production	NQF Level 02	133		
35925	Certificate: Fisheries Observation: Deep Sea	NQF Level 05	127		
23513	National Certificate: Fisheries Observation: Inshore	NQF Level 04	123		



APPOINTMENT OF ADDITIONAL PANEL OF ACCREDITED TRAINING SERVICE PROVIDERS TO RENDER VARIOUS TRAINING INTERVENTIONS AND/OR PROGRAMMES TO NKANGALA DISTRICT MUNICIPALITY FOR A PERIOD OF THIRTY SIX (36) MONTHS (RE-ADVERT)

48651	Further Education and Training Certificate: Meat Classification	NQF Level 04	144		
48649	Further Education and Training Certificate: Meat Examination	NQF Level 04	160		
99027	Occupational Certificate: Poultry Farmer	NQF Level 05	226		
35925	Certificate: Fisheries Observation: Deep Sea	NQF Level 5	127		
104912	Occupational Certificate: Aquaculture Farmer	NQF Level 4	176		
104904	Occupational Certificate: Aquaculture Farm Worker	NQF Level 2	71		
58951	National Certificate: Water and Wastewater Treatment Process Operations	NQF Level 2	136		
48806	National Certificate: Craft Production	NQF Level 02	141		
61509	Further Education & Training Certificate: Lifeguarding	NQF Level 04	127		
97096	National Diploma: Game Ranch Management	NQF Level 6	360		
100981	Diploma in Environmental Sciences	NQF Level 6	360		
115551	Diploma in Wildlife Management	NQF Level 6	360		
62690	Diploma in Nature Management	NQF Level 6	368		
66789	National Certificate: Environmental Management	NQF Level 05	134		
49552	General Education - Education & Training Certificate: Environmental Practice	NQF Level 01	122		
50309	Further Education & Training Certificate: Environmental Practice	NQF Level 04	140		
49605	National Certificate: Environmental Practice	NQF Level 02	128		
57803	Further Education and Training Certificate: Fire and Rescue Operations	NQF Level 4	148		
98991	Occupational Certificate: Firefighter	NQF Level 4	149		
65409	National Certificate: Building and Civil Construction	NQF: Level 3	140		
58782	Further Education and Training Certificate: Plumbing	NQF Level 4	160		
642601 - OFO CODE	Occupation Plumber	N/A	N/A		
641201 - OFO CODE	Occupation Bricklayer	N/A	N/A		
642302 - OFO CODE	Occupation Plasterer and Tiler	N/A	N/A		
643101 - OFO CODE	Occupation Painter	N/A	N/A		
671101 - OFO CODE	Occupational Electrician	N/A	N/A		
651202 - OFO CODE	Occupation Welder	N/A	N/A		
641502 - OFO CODE	Occupation Carpenter	N/A	N/A		
21028	Certificate: Pattern cutting & Design	NQF Level 04	120		
14676	Certificate: Dressmaking	NQF Level 04	120		
119303	Occupational Certificate: Tuned Percussion Instrument Maker	NQF Level 4	183		
5449001001/ SAQA ID - 103283	Occupational Certificate: Materials Recycler (Paper and Packaging Collector)	NQF: Level 3	138		
99508	Occupational Certificate: Environmental Science Technician	NQF Level 6	467		



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SAQA ID - 110932	Occupational Certificate: Fishing Hand	NQF: Level 2	79		
104912	Occupational Certificate: Aquaculture Farmer	NQF: Level 4	176		
99714	Occupational Certificate: Health and Safety and Quality Practitioner (Occupational Health and Safety Practitioner)	NQF Level 05	256		
79808	National Diploma: Occupational Safety	NQF Level 05	242		
50307	National Certificate: Bread & Flour Confectionery Baking	NQF: Level 2	124		
50308	National Certificate: Bread & Flour Confectionery Baking	NQF: Level 3	140		
59386	NC: Fresh Meat Processing	NQF level 3	120		
59016	National Certificate: Fish and Seafood Processing	NQF Level 2	120		
49091	National Certificate: Furniture Making: Wood	NQF Level 2	125		
49105	National Certificate: Furniture Making: Wood	NQF Level 3	122		
50584	General Education and Training Certificate: Clothing Manufacturing Processes	NQF: Level 1	120		
58227	National Certificate: Clothing, Textile, Footwear and Leather Manufacturing Processes	NQF: level 2	120		
58930	Further Education and Training Certificate: Professional Hunting	NQF Level 4	133		
50266	National Certificate: Forestry: Silviculture	NQF Level 3	120		
66349	Further Education and Training Certificate: General Forestry	NQF Level 4	120		
57881	National Certificate: Welding Application and Practice	NQF Level 2	158		
57886	National Certificate: Welding Application and Practice	NQF Level 3	151		
57887	Further Education and Training Certificate: Welding Application and Practice	NQF Level 4	158		
61809	National Certificate: Tyre Repair and Maintenance	NQF Level 2	120		
73429	Further Education and Training Certificate: Computer Programming	NQF Level 4	136		
78965	Further Education and Training Certificate: Information Technology: Systems Development	NQF Level 4	165		
101869	Occupational Certificate: Project Manager	NQF Level 05	240		
65729	FETC: Hairdressing	NQF: level 4	140		
80646	FETC: Beauty & Nail Technology	NQF: level 4	156		
65909	FETC: Nail Technology	NQF: level 4	120		
65749	NC: Hairdressing	NQF: level 3	120		
66249	FETC: New Venture Creation	NQF: level 4	149		
50080	FETC: Project Management	NQF: level 4	136		
49648	NC: New Venture Creations (SMME)	NQF: level 2	138		
57804	National Certificate: Public Administration	NQF Level 3	157		
48433	National Certificate: Conservation: Species Care in Controlled Environments	NQF Level 02	133		
14111	National Certificate: Professional Cookery	NQF Level 4	145		
59389	National Certificate: Nature Conservation: Resource Guardianship	NQF Level 2	121		
59949	National Certificate: Natural Resource Management: Terrestrial	NQF Level 5	144		
63109	Further Education & Training Certificate: Nature Conservation: Natural Resource -	NQF Level 4	144		



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	Guardianship Terrestrial						
48433	National Certificate: Conservation: Species Care in Controlled Environments	NQF Level 2	133				
58341	Diploma: Business management	NQF Level 05	240				
67696	National Certificate: Governance and Administration	NQF Level 06	120				
50081	Further Education and Training Certificate: leadership development	NQF Level 04	160				
66998	National Certificate: N6 Financial Management	NQF Level 04	60				
49011	National Diploma in Animal Production	NQF Level 05	240				
71549	Further Education and Training Certificate: Tourist Guiding	NQF Level 04	134				
59949	National Certificate: Natural Resource Management: Terrestrial	NQF Level 05	144				
80929	Higher Certificate in Nature Conservation in Implementation and Leadership	NQF level 05	120				
22902	National Diploma: Environmental Education, Training and Development Practice	NQF Level 05	240				
58395	National Certificate: Project Management	NQF Level 05	120				
50285	National Certificate: Professional Driving	NQF Level 03	122				
48965	Certificate: Municipal Financial Management	NQF Level 06	166				
50081	Further Education and Training Certificate: Leadership Development	NQF Level 04	160				
36437	National Certificate: Local Economic Development	NQF Level 06	144				
67467	National Certificate: Municipal Governance	NQF Level 05	140				
49554	National Diploma: Public Finance Management and Administration	NQF Level 05	260				
72081	National Certificate: Electrical Engineering: Renewable Energy	NQF Level 04	133				
60189	Further Education and Training Certificate: Wastewater and Water Reticulation Services	NQF Level 04	135				
61709	FETC: Water and Wastewater Treatment Process Control Supervision	NQF Level 04	166				
63889	Further Education and Training Certificate: Electrical Engineering	NQF Level 04	130				
64989	Diploma in Journalism and Media Studies	NQF Level 06	360				
73390	Further Education and Training Certificate: Graphic Web Design and Multimedia	NQF Level 04	136				
67460	National Diploma: Public Administration	NQF Level 06	240				

**Note: Should Project Manager be the same person as the Assistant Manager zero points will be allocated.**

**PERSONNEL**

PERSONNEL	TOTAL	SCORES
Project Director/Team Leader	10	



Assistant Manager	05		
Facilitator	05		
Assessor	05		
Moderator	05		
<b>TOTAL</b>	<b>30</b>		

Proposed methodology & approach		
Evaluation criteria	Elimination factor	Points obtainable
Project scope identification	No	10
Sound proposal (Understanding the Terms of Reference)	No	10
Understanding of deliverables as indicated on the scope of work	No	10
<b>Maximum Points obtainable</b>		<b>30</b>

The tenderer's proposal must over and above the TOR's demonstrate the understanding and ability to implement the project including handling of technical issues, Human Resource, and legal issues.

#### EXPERIENCE OF THE FIRM

The Tenderer must attach copies of at least 3 Appointment Letters and letters of recommendations from other clients. Points claimed without these requested evidence documents will not be considered. Projects below the prescribed minimum will equal zero points.

Evaluation Criteria	Evaluation Criteria	Elimination Factor	Points obtainable	Points Claimed
Proof of deployment of any other similar project with government/municipal entity.	0 - 2 Projects	Yes	0	
	3 – 5 Projects	No	15	
	6 + Projects	No	30	
<b>Sub-Total</b>			<b>30</b>	
<b>Total</b>			<b>30</b>	

**TOTAL SCORE: \_\_\_\_\_/90**

The tenderers that scored a minimum number of 65 points will qualify to be evaluated in terms of the 80/20 preference point systems.



## **NOTES**

### **Note 1: Academic Qualifications**

Proof of academic qualifications in the form of copies must be attached to all personnel. Foreign qualifications must be accompanied by a certificate from Qualifications Certification Body, namely SAQA (South African Qualifications Authority). Failure to provide this proof of academic qualifications will result in the Personnel being regarded as not having minimum prescribed qualifications and will eliminate tender from further evaluation.

### **Note 2: Employment History Involvement in comparable projects)**

Attached CV for key personnel must clearly indicate experience and number of years in the field. Proof of employment history must be contained in the Curriculum Vitae (CV) and must include references and contact details. The CV must also show full time (current) employment history. The CV must contain only necessary and relevant information for the purpose of this project (not marital status, hobbies, number of children, etc.).

## **21.2**

### **Technical adjudication and General Criteria**

Tenders will be adjudicated in terms of inter alia:

- i. Compliance with Tender conditions.
- ii. Technical specifications

If the Tenderer does not comply with the Tender Conditions, the Tenderer may be rejected. If technical specifications are not met, the Tender may also be rejected.

Regarding the above, certain actions or errors are unacceptable and warrants **REJECTION OF THE TENDER**, for example.

- A Tax Compliance letter with a unique PIN in terms of the electronic Tax Compliance Status (TCS) system from SARS must be submitted.
- Pages to be completed, removed from the Tender document, and have therefore not been submitted.
- If tender document is not fully completed as required and as stipulated in the tender data.
- If any tender document is tempered with or it is unbided or unbundled.
- Failure to complete the schedule of quantities as required – only lump sums provided.
- Scratching out without initialling next to the amended rates or information.
- Writing over / painting out rates / the use of tippex or any erasable ink, e.g., pencil.
- The Tender has not been properly signed by a party having the authority to do so, according to the **Form – F “Authority for Signatory”**.
- A Resolution by a Board of Directors of the Company authorizing the Tenderer to sign the Tender



document on behalf of the Company. No authority for signatory submitted.

- Particulars required in respect of the Tender have not been provided – non-compliance of Tender requirements and/or specifications.
- The Tenderer's attempts to influence or has in fact influenced the evaluation and/or awarding of the contract.
- The Tender has been submitted after the relevant closing date and time.
- Failure to complete and sign Form C1.1 Form of Offer and Acceptance
- If any municipal rates and taxes or municipal service charges owed by that Tenderer or any of its directors to the municipality, or to any other municipality or municipal entity, are in arrears for more than three months.
- If any Tenderer who during the last five years has failed to perform satisfactorily on a previous contract with the municipality or any other organ of state after written notice was given to that Tenderer that performance was unsatisfactory.

**21.3 Size of enterprise and current workload**

Evaluation of the Tenderer's position in terms of:

- Previous and expected current annual turnover.
- Current contractual obligations
- Capacity to execute the contract

**21.4 Proposed Key Personnel**

In this part of the tender, the Tenderer shall also supply Curriculum Vitae (CV's) for the Staff available named and working for the Tenderer. The CV should follow the normal Professional Format as used by Professional Service Providers.

Each CV should give at least the following:

- Position in the firm and within the organisation of this assignment
- PDI status (describing population group, gender, and disabilities)
- Educational qualifications
- Relevant experience (actual duties performed, involvement and responsibility), including locations, dates, and durations of assignments, starting with the latest.
- Language proficiency and
- References (company name, individual name, position held, contact details)

Much importance will be placed on the experience of the staff proposed. The Tender must ensure that, if selected, the nominated staff will be assigned as proposed. Failure to do so may result in the annulment of any acceptance of the Tenders' proposal and/ or Agreement entered by the Client for the execution of the services.

**21.5 Previous experience**

The tenderer shall list in the appropriate Forms the appropriate related projects undertaken by the



<p>21.6</p> <p>21.7</p> <p>21.8</p> <p>21.9</p>	<p>member firms of the tenderer within the last five (5) years. Evaluation of the Tenderer's position in terms of his/her previous experience. Emphasis will be placed on the following:</p> <ul style="list-style-type: none"><li>▪ Experience of contracts with government or municipal entity</li><li>▪ Service Provider to attach appointment letter and letter of recommendation/testimonial from previous experience.</li></ul> <p><b>Financial ability to execute the contract:</b></p> <p>Evaluation of the Tenderer's financial ability to execute the contract will not be considered. Emphasis will be placed on the following:</p> <ul style="list-style-type: none"><li>▪ Professional Indemnity <b>for R500 000 per claim.</b></li></ul> <p><b>Good standing with SA Revenue Services</b></p> <ul style="list-style-type: none"><li>▪ Determine whether a valid tax clearance certificate has been submitted.</li><li>▪ The Tenderer <b>must affix A Tax Compliance letter with a unique PIN in terms of the electronic Tax Compliance Status (TCS) system from SARS must been submitted.</b></li></ul> <p>If the Tender does <b>not</b> meet the requirements contained in the NDM Procurement Policy, and the mentioned framework, it will be rejected by the Council, and may not subsequently be made acceptable by correction or withdrawal of the non-conforming deviation or reservation</p> <p><b>Penalties</b></p> <p>The Nkangala District Municipality will if upon investigation it is found that a preference in terms of the Act and these regulations has been obtained on a fraudulent basis, or any specified goals are not attained in the performance of the contract, on discretion of the Municipal Manager, one or more of the following penalties will be imposed:</p> <ul style="list-style-type: none"><li>▪ Cancel the contract and recover all losses or damages incurred or sustained from the Tenderer.</li><li>▪ Impose a financial penalty at the discretion of Council.</li><li>▪ Restrict the contractor, its shareholders, and directors on obtaining any business from the Nkangala District Municipality for a period of 5 years.</li></ul>
<p>22</p>	<p><b>The additional conditions of Tender are:</b></p> <ol style="list-style-type: none"><li>1. Service providers who has scored the highest points for Price and Specific Goals in terms of the Preferential Procurement Regulations 2022 will be appointed,</li><li>2. Nkangala District Municipality may also request that the Tenderer provide written evidence that his financial, labour and resources are adequate for carrying out the project.</li><li>3. The Nkangala District Municipality reserves the right to appoint a firm of chartered accountants and auditors and / or execute any other financial investigations on the financial resources of any Tenderer. The Tenderer shall provide all reasonable assistance in such investigations.</li></ol>