

# ADVERTISEMENT



## INKOSI LANGALIBALELE LOCAL MUNICIPALITY

### PANEL OF SERVICE PROVIDERS FOR THE PROVISION OF PRINTING SERVICES FOR A PERIOD OF THREE (03) YEARS

**BID NO. : ILM 04/23/24**

Inkosi Langalibalele Local Municipality hereby invites bidders from all suitable qualified and experienced organizations/consortia in terms of section 83 of the Municipal systems Act, Act 32 (as amended) and sections 110 and 112 of the Municipal Finance Management Act, Act 56 of 2003 for the following;

Project Name	Bid No	Closing Date
Panel Service Provider for the Provision of Printing Services for a Period of Three (03) Years	ILM 04/23/24	09 January 2024 @ 10h00

Tender documents will be available in pdf format as from **07 December 2023** on e-tenders website on Municipal website ([www.ilm.gov.za](http://www.ilm.gov.za)) and e-tenders website ([www.etenders.gov.za](http://www.etenders.gov.za))

No	Key aspect of criterion	Points allocated	Verification Method.
1	<b>Company previous completed projects in the relevant field</b>  10 points per project	50	Please supply the proof in the form of an appointment letter/Official Purchase Order and reference letter <b>(One project = Appointment Letter/Official Purchase and Recommendation Letter)</b>
4	<b>Location of the Branch office</b> <ul style="list-style-type: none"><li>50 Points for Branch Office Within Inkosi Langalibalele</li><li>30 Points for Branch Office Within Uthukela District</li><li>20 Points for Branch Office Within KwaZulu Natal</li></ul>	50	Provide the proof of office site in the form of rates and taxes statement/valid lease agreement
	<b>Total Points</b>	100	

**Functionality Points Table: Please note that bidders must score a minimum of 70% to be considered for further evaluation.**

Evaluation criteria will be based on the preferential points system whereby the specific goals will be considered as follows:

### Specific Goals

Goal	Method of Evaluation	Points
<b>a) HDI Equity</b> 100% HDI Equity Between 50% and 99% Equity Between 25% and 49% Equity	<b>Detailed CSD Report</b>	<b>5</b> <b>4</b> <b>3</b>
<b>b) Female Ownership</b> 100% Female Owned Between 50% and 99% Equity Between 25% and 49% Equity	<b>Detailed CSD Report</b>	<b>5</b> <b>4</b> <b>3</b>
<b>c) Promotion of local business</b> Located within Local Municipality  Located within District Municipality  Located within the Province	<b>Utility account/lease agreement (Rates)</b> Company/Director's Rates and Taxes Statement (Not older than three months); or Company/Director's Valid Lease Agreement	<b>5</b> <b>3</b> <b>2</b>
<b>d) Management</b> Female 25% Disability 25% Youth 25%	<b>Certified ID's for female management staff</b> <b>Sworn affidavit from the SAPS</b> <b>Certified ID's for youth management staff</b>	<b>5</b> <b>3</b> <b>2</b>
<b>Total Special Goals</b>		<b>20</b>

Tenders are to be completed in full bond and in accordance with the conditions and bid rules contained in the bid documents and supporting documents must be placed in a sealed envelope and clearly marked “( **Panel of Service Providers for the provision of Printing Services for a period of 3 years**)” quoting the relevant Bid Number must be deposited in the Tender box at ground floor, Inkosi Langalibalele Municipality, Victoria Street, Estcourt, 3310 by not later than **09 January 2024 at 10h00** where they will be opened and registered in public.

The Inkosi Langalibalele Municipality subscribes to the Preferential Procurement Regulations, pertaining to the preferential procurement policy framework act (PPPFA) principles. The tender will be evaluated on 80/20 as per the PPPFA Regulations 2022 and shall be based on pre-qualification and functionality. Bidders are required to submit a Company Profile accompanied by the company's CSD (Central Supplier Database) Report, CIPC Documents, Certified Identity Documents of all Directors, Valid Tax Clearance Certificate/PIN from the Receiver of Revenue, Rates and Taxes Statement obtainable from the Local Municipality, alternatively, Valid Lease Agreement. Please note that the onus is upon the tenderer to ensure that the Tax matters are **always** up to date.

**Service providers operating in exempted areas shall submit an exemption letter obtainable from a Local Municipality.**

Technical enquiries shall be directed to: Corporate Services Department – Mr Sakhile Gabela on 036 342 7800 or emailed to [sgabela@ilm.gov.za](mailto:sgabela@ilm.gov.za) and SCM Compliance enquiries shall be directed to - Mr Lindani Madinane on 036 342 7800 or emailed to [lindani@ilm.gov.za](mailto:lindani@ilm.gov.za) during office hours 07h30 till 16h30.

***The INKOSI LANGALIBALELE Municipality does not bind itself to accept the lowest or any bid and reserves the right to accept a bid in whole or any part. The municipality further reserves the right not to award this bid***

**MR S.B. MTHEMBU  
MUNICIPAL MANAGER**

**Notice: 08/23**