

KOUKAMMA LOCAL MUNICIPALITY



TENDER NOTICE AND INVITATION TO TENDER FOR THE FOLLOWING PROJECT:

BID NO.	PROJECT DETAILS
08/2023	PROVISION OF PREPAID ELECTRICITY VENDING SYSTEM FOR A PERIOD OF 3 YEARS

The physical address for collection of tender documents is: The Koukamma Local Municipality, 05 Keet Street, Kareedouw, 6400, upon presentation of a receipt proving prior payment of a non-refundable fee of **R 350** (inclusive of VAT), having been made (Cash or bank guaranteed cheque only). **Tender documents will be available from 09H00 on Wednesday, the 17th of May 2023.** Contact person regarding collection of these documents is Mr. T Mabhongwana, Tel No: 042 288 7257, Fax No.: 042 288 0797 email: tmabhongwana@koukamma.gov.za.

Tenders shall be placed in sealed envelopes, endorsed with the correct **project name, and Bid number** for the project, and be placed in the Tender Box at the Municipal Offices, **05 Keet Street, Kareedouw, 6400**, not later than **12h00 on Friday, the 23rd of June 2023**, at which time the tenders will be opened in public. Tenders are to be submitted on the tender documentation provided by the Municipality. Telegraphic, telexed, faxed, or emailed tenders will not be considered. Tenders that are not submitted in properly sealed and marked envelopes and/or deposited in the tender box as prescribed in this notice on the date and time indicated will **NOT** be opened or considered.

Specific Minimum Requirements

- Standard Transfer Specification (STS) Certified Certification to edition 2, STS600-8-6. Certificate to be provided.
- ISO Certification to 9001-2015. Certified Certificate to be provided.
- Confirmation letters from at least 2 (two) Municipalities that the TID update programme is under way or completed (for projects that are still in progress, the bidder must attach a progress report that is approved by the Municipality where the services are rendered)
- Proof of XMLVend Based integration into at least one aggregator. At least one confirmation letter from the Municipality (Client) is required.
- Broad based third-party vending footprint provided to municipalities including retail, banks, informal sector, and web vendors** (Attach **the agreement between the bidder and the parties as a proof**)
- The bidder must attach a proof that they have hosted on-line vending system to Municipalities (Attach an **appointment letter plus a completion letter of a reference letter**)
- The bidder must attach a Disaster recovery and business continuity plan.
- Letters from municipalities confirming third party vending and arrears collection. At least one to be Live or real time updates for bill payments and arrears collections – dependent on Billing System (if the provider can connect real time). The bidder is required to attach the following as a proof: **An appointment letter to render the services plus a completion or reference letter for each project.**
- Detailed mSCOA implementation approach included, one letter confirming on-line integration. The bidder is required to attach a **plan & a letter from the Municipality confirming the provision of on-line integration.**
- Attach a plan for an overview of approach to the STS TID key rollover.
- Attach a comprehensive tool for Mobile engineering application for field staff.
- The bidder is required to submit a comprehensive Methodology that must amongst other things covers **Vending Cycle, TID Rollover (Key change Process), Customer Management, Meter Management, Financial System Integration.**

NB: Bidders must submit all supporting documentation necessary to meet specific minimum requirement as stipulated in detail in the bidding document and only bidders who meet the specific minimum requirements will be considered responsive and be evaluated further on the basis of Price and Municipal Specific Goals.

Bids will be evaluated and adjudicated according to the following criteria:

- 80/20 preference points system will apply in terms of the Preferential Procurement Regulations of 2022, 80 for price and 20 in terms of the Municipality's specific goals as clearly outlined in the tender document and in our SCM policy that can be found at www.koukammamunicipality.gov.za.
- The guidelines for locally produced or manufactured goods with a stipulated minimum threshold where applicable will be applied.
- Bidders are required to attach their Tax Clearance Certificate, Statement of Signatory, Municipal Billing Clearance Certificate, or Valid Lease Agreement, 3 months downloaded full CSD Report, JV agreement, Company Registration Certificate, Financial Statements prepared by a registered accountant, the bidder is required to comply with all the tender requirements as stipulated in detail in the bidding document and the Tender Document must be completed in full and signed where required.
- **NB: No tenders will be considered from persons in the service of the state.**
- The Municipality reserves the right to accept a tender in full, partially, or not at all and is not obliged to accept the lowest tender received, And the Municipality reserves the right to scale down on the scope of work for the contract value to fit into the available budget for the 2023/24 financial year.
- A tender must remain valid for a period of 90 days from the closing date for the submission of tenders.

All **technical enquiries** must be directed only via email to the Manager: Expenditure & Revenue, **Ms. Sizeka Hulana** at sizekah@koukamma.gov.za.

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Mr. Sabelo Tini
Acting Municipal Manager