

# UMSOBOMVU LOCAL MUNICIPALITY

## T1.1 TENDER NOTICE AND INVITATION TO TENDER

Bids are hereby invited by Umsobomvu Municipality for the following:

TENDER NUMBER	DESCRIPTION	BRIEFING SESSION	CLOSING DATE AND TIME
UMS/LEGAL/11/2023	Appointment of a Service Provider for conveyancing services for registration of properties-erven for a period of 36 months.	Not applicable	08 December 2023 @ 12H00 in Umsobomvu Municipal Colesberg.

Bid documents will be available on the municipal website ([www.umsobomvumun.co.za](http://www.umsobomvumun.co.za)) as from **15 November 2023**, bidders are advised to download, print, price and complete in full.

Enquiries: Mr. A Khalankomo/N. Dyantyi at Tel no. (051) 753 0040.Fax (086 403 4554) or (051) 7530574. (E-mail: [apiwe@umsobomvumun.co.za](mailto:apiwe@umsobomvumun.co.za)) and [nmndini@umsobomvumun.co.za](mailto:nmndini@umsobomvumun.co.za).

The closing time for receipts of tenders is **12:00, 08 December 2023**. Bids must be completed in black ink, enclosed in sealed envelope, endorsed with the corresponding notice number and description, **APPOINTMENT OF A SERVICE PROVIDER FOR CONVEYANCING SERVICES FOR REGISTRATION OF PROPERTIES – ERVEN FOR A PERIOD OF 36 MONTHS, UMS/LEGAL/11/2023** must be placed in the tender box at the office of Umsobomvu Municipality, **21 A Church Street, COLESBERG, 9795**, not later than 12:00 on **08 December 2023**. after which tenders will be opened in public.

**Bids which are deposited late, Telegraphic, telephonic, facsimile, e-mailed electronically will not be considered.**

The Umsobomvu Procurement and Supply Chain Management Policies, the Preferential Procurement Policy Framework Act, Act No. 5 of 2000 and the regulations promulgated under this Act shall apply in the evaluation and awarding of the tender.

**Prospective Bidders must take note that the** following tender conditions, and including requirements listed on the tender document will apply.

A valid original SARS tax pin number.

Copy of Company registration/founding statement/CIPC.

Fully completed bid document and to provide all the information requested.

Certified Copy of ID for Company Directors

Bids are to hold goods for 120 days, after the bid closing date

Suppliers must be registered on the Central Supplier Database (CSD).

Company profile with traceable reference.

Proof of registration as a conveyancer for one of key staff in the project team

Certified evidence of B-B.B.E.E. contributor status by SANAS, IRBA or SANA accredited agencies / or affidavit to claim preference points.

Joint Venture agreement should be in CIDB JV agreement format and joint venture BBBEE must be combined.

Attach proof of latest municipal rates and taxes statement of each company director indicating that rates and taxes are not in arrears for more than 3 months.

A certificate certifying that the bidder has no undisputed commitments for municipal services towards a municipality or service provider i.r.o. payments which are overdue for more than 90 days; if the bidder is the lessee a valid lease

agreement with the municipal account of the landlord; or a letter from a tribal authority if the bidder operates in rural areas.

All MBD forms must be completed accurately (MBD1, MBD2, MBD 4, MBD6.1, MBD7.1, MBD 8, MBD 9).

Bids submitted by persons in the service of government (national, provincial, local or SOCs) will not be considered.

This bid is subject to the General Conditions of Contract (GCC) and, if applicable, any other Special Conditions of Contract.

**EVALUATION OF BIDS IN TERMS OF THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, REGULATION 2022:**

**Bids will be evaluated in three stages namely:**

- Stage 1- Eligibility Criteria
- Stage 2 – Functionality,  $\geq 65$  points (full details of functionality scores are in the tender data)
- Stage 3 - Financial offer and Specific goals, (80/20 - point system) where,
  - **80 points: Price and**
  - **20 points: Specific Goals**, where: **10** points for 100% HDI owned companies, **4** Points for locality (domiciled in South Africa), **10** Points for locality (domiciled in the Northern Cape)

The Municipality does not bind itself to accept the lowest or any bid and reserves the right to accept the whole or only part of a bid if (a) the bid amounts received are too high; (b) the bids do not comply with the specific bid goals; or (c) objective criteria exist which justify or necessitate the non-acceptance of any bids.

Mr TW Msengana (Municipal Manager)  
Umsobomvu Municipality  
Private Bag X6  
COLESBERG  
9795  
**Notice No. 14/2023**

**Date: 06 November 2023**