



MNQUMA LOCAL MUNICIPALITY
SUPPLY CHAIN
MANAGEMENT UNIT

2023 -06- 22

Received By: F. DANDALA

Signature: [Signature]

PROJECT DESCRIPTION

BID NO.	Description	Tender & Site Compulsory Briefing	Closing Date	Evaluation Criteria	CIDB Grading
MNQ/SCM/24/23-24	Construction of New Municipal Offices in Butterworth	Date: 03/07/2023 Time: 10:00 Venue: Mnquma Infrastructure Offices, Corner Blyth, Butterworth, 4960	Date: 31/07/2023 Time: 12:00	90/10	8GB or Higher

	Name	Cell No.	E-mail address
Technical Enquiries	Mr G Chigunwe	081 754 5257	george@adarc.co.za
	M Njozela	067 022 6170	mnjozela@mnquma.gov.za
SCM Enquiries	Ms N Mnini	(047) 050 1150 /082 457 9945	nmnini@mnquma.gov.za

Evaluation Criteria: The evaluation will be conducted in two (02) stages namely:

Stage 1: Administrative compliance

Bidders that do not meet the **Administrative compliance** (Compliance with mandatory and other bid requirements) will not be eligible for further evaluation and will be deemed as non-responsive.

Stage 2: Evaluation in terms of the 90/10 preference point systems as prescribed in Preferential Procurement Regulations 2022 wherein;

Price=90 points and Specific goals =10 points

BID NO.	The specific goals allocated in terms of this tender	Specific goals points 10 points	Proof Required to score points
MNQ/SCM/24/23-24	Sub contract 30% to an EME or QSE which is at least 51% owned by black people	10	Fully completed and signed MBD 6.1; and full Central Suppliers Data Base report (CSD) not older than one month

NB: NO POINTS WILL BE CLAIMED BY THE BIDDER IF IT FAILS TO SUBMIT PROOF REQUIRED TO SCORE POINTS FOR SPECIFIC GOALS

REQUIRED DOCUMENTS:

Potential bidders are urged to submit the following attachments when submitting their proposals, failure to do so will lead to **disqualification**:

1. COMPANY EXPERIENCE:

Bidder has successfully completed four (04) building construction projects of a minimum value of R40 Million each project in the past 5 years.

CONDITIONS OF ACCEPTANCE:

- Mnquma Supply Chain Management Policies applies
- The municipality is under no obligation to accept any proposal/tender and

Bidder must attach final completion certificates with appointment letters as a proof of company experience.

2. KEY STAFF: must be working for the bidding company

2.1 Site Agent/Project Manager

Academic Qualification: National Diploma in Building or Construction Management and must have 10 years' post-graduation experience in building construction projects and must be registered with SACPCMP and in good standing.

2.2 Electrical Engineer

Academic Qualification: National Diploma in Electrical Engineering and must have 10 years' post-graduation experience in electrical projects and must be registered with ECSA and in good standing

2.3 Health and Safety Officer

Academic Qualification: National Diploma in Safety Management or equivalent qualification; and must have 05 years' post-graduation experience in occupational health and safety.

Bidders must submit detailed CVs with original certified (not older than 06 months) copies of the required professional qualifications and proofs of professional registration. If the required certified copies of professional qualifications and registration are not attached to the CVs, bidder will be disqualification (Copy of a certified copy will not be considered).

3. CONSTRUCTION EQUIPMENT

- Excavators
- TLB
- Tipper truck
- Roller
- Crane truck

Bidding Company must attach proof of ownership (certificate of registration) for all the required construction equipment as stipulated above or signed Letter of intent to lease with proof of certificate of registration for Construction Equipment must be submitted. The signed letter of intent to lease must contain the relevant bid number.

4. Bidders must furnish if the bidder is required by law to prepare annual financial statements for auditing, their audited annual financial statements for the past three years; or since their establishment if established during the past three years. Bidder must full complete and sign the Annual Financial Statements (AFS) Declaration. If the bidder is not required by law to prepare AFS must submit a public interest score to support that.
5. Full CSD Report (Not older than one month)
6. No proposal/tenders will be considered from persons in the service of the state. MBD4 must be accurately declared by marking the applicable answer.
7. Only valid CIDB grading 8GB or Higher must submit bids- Bidder must be registered with CIDB in the correct grading and class of works as per the tender notice and requirements. Bidder status on CIDB must be active during award stage. It is the responsibility of the bidder to keep the status on CIDB active throughout bidding process (advert till award stage).
8. Form of offer must be duly completed and signed.

proposal/tender and reserves the right to accept the whole or any part of the proposal/tender.

- The bidder or any of its directors/shareholders must not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector;
- The bidder has not abused the Employer's Supply Chain Management System; or failed to perform on any previous contract and has been given a written notice to this effect.
- Bids which are late, incomplete, unsigned or submitted by facsimile or electronically, will not be accepted.
- Failure to complete Section 7: SUB-CONTRACTING of MBD 6.1 and to claim specific goals points as per the MBD 6.1, will automatically results in the non-awarding of points for SPECIFIC GOALS
- The tender offer submitted shall remain valid, irrevocable and open for written acceptance by the Mquma Local Municipality for a period of **90 days** from the closing date.
- The award of the tender maybe subjected to price negotiation with the preferred tenderers.
- The municipality reserves the right to extend the tender period by notice in the press and on the

9. If the offer is "Vat Inclusive", the VAT registration number of service provider must be indicated and if a service provider is not a VAT Vendor has included VAT in its prices, the successful service provider will be given 21 days to register as a VAT Vendor with SARS, after the issuing of an appointment letter. If a bidder is a VAT vendor/registered, the bidder is required to explicitly state the VAT amount. VAT vendors must include VAT at 15% in the bid offer(s).
10. Bid Document (Tender Document must be submitted in its original format)
11. Bidders must be a legal entity or partnership or joint venture or consortia
12. Municipal Bidding Documents (MBD 1-9 which are part of the tender document) must be returned as all returnable documents to the employer after duly completing and signing them in their entirety by writing legibly in non-erasable ink
13. Bidders must be a legal entity or partnership or joint venture or consortia - In the case of partnership or joint venture or consortia a signed partnership or joint venture or consortia agreement must be submitted with the tender document; and all parties/partners to the partnership/ consortium/joint venture agreement must be registered on the Central Supplier Database
14. Only one offer per bidder is allowed and alternative offers will not be considered. If more than one offer is received, none of the offers will be considered. Bidders are also not allowed to submit a bid/ quotation whilst they are in agreements with other bidders in the form of joint ventures or consortiums.
15. This tender will be awarded as a whole. All trades listed in the Bills of Quantities or Pricing schedule must be priced for (except provisional sums and allowances), failure to do so will result increase commercial risk of the bid and may lead to elimination or passing over of the bidder.
16. If the Bid Sum (amount in words) as per the Form of Offer differs from the Bill of Quantities (BOQ), it will automatically invalidate the offer submitted
17. Bidders must attend Tender & Site Compulsory Briefing failure which bid will be eliminated.

NB: Failure to furnish all the above required documents, bidder will be disqualified.

OBTAINING OF TENDER DOCUMENTS:

Tender documents for this project are downloadable at the municipal website: www.mnquma.gov.za and on eTender portal: <https://etenders.treasury.gov.za/>

TENDER SUBMISSION AND OPENING

Tenders/Proposals must be submitted by hand at Bid Box, Corner King and Mthatha Street, Butterworth. 4960

Tenders should be sealed, endorsed on the envelope with:

- BID NUMBER: **MNQ/SCM/24/23-24**
- PROJECT NAME: **CONSTRUCTION OF NEW MUNICIPAL OFFICES IN BUTTERWORTH**

On the back of the envelope with:

- Company name and address, contact person and contact details

municipality's official website
www.mnquma.gov.za

NB: Preferred bidders will be required to furnish the municipality:

- CK/ Company Registration, Certified ID copies not older than six (06) months
- Tax compliance status PIN
- Certificate issued by the municipality or any other municipality to which he may be indebted to the effect that he and, in the event of the bidder being a company, also any of its directors, is not indebted to the municipality or to any other municipality or municipal entity for rates, taxes and/or municipal service charges which are in arrear for a period of more than **three months** and that no dispute exists between such bidder and municipality or municipal entity concerned in respect of any such arrear amounts. Bidders who reside within the Mnquma Local Municipality (MLM) jurisdiction will be verified with MLM Revenue Section.


S Mahasela
Municipal Manager