



T1.2 TENDER DATA

TENDER DATA

Clause	
F.1.1	The Employer is: Nkangala District Municipality P.O Box 437 Middelburg 1050
F.1.2	<p>The tender document's contents is as follows:</p> <p>Part T1: Tendering procedures: T1.1 Tender notice and invitation to tender T1.2 Tender Data</p> <p>Part T2: Returnable documents T2.1 Returnable Schedules required for Tender Evaluation</p> <p>The Contract</p> <p>Part C1: Agreements and contract data C1.1 Form of Offer and Acceptance C1.2 Contract Data C1.3 Form of Guarantee</p> <p>Part C2: Pricing data C2.1 Pricing instructions C2.2 Bills of quantities</p> <p>Part C3: Scope of work C3.1 Description of Works</p> <p>Part C4: Annexures C4.1 : Proforma Documents C4.2 : Supply Chain Management Policy</p>
F1.3	<p>Interpretation</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>

<i>Contractor</i>		<i>Witness 1</i>		<i>Witness 2</i>		<i>Employer</i>		<i>Witness 1</i>		<i>Witness 2</i>



F.1.4	<p>Communication.</p> <p>The Employer's Representative is;</p> <table border="1" data-bbox="268 383 1169 707"> <tr> <td data-bbox="268 383 563 707"> <p><u>Accounting Officer;</u></p> <p>Ms M.M Skosana P. O. Box 437 Middelburg 1050. Tel : 013 249 2006</p> </td> <td data-bbox="563 383 906 707"> <p><u>Procurement Enquiries.</u></p> <p>Ms S.A. Mashaba P.O. Box 437 Middelburg 1050 013 249 2104/05/06/07/ 2110/2096/2158</p> </td> <td data-bbox="906 383 1169 707"> <p><u>Technical Enquiries.</u></p> <p>Mr MC Nchabeleng P.O. Box 437 Middelburg 1050 013 249 2194/99</p> </td> </tr> </table>	<p><u>Accounting Officer;</u></p> <p>Ms M.M Skosana P. O. Box 437 Middelburg 1050. Tel : 013 249 2006</p>	<p><u>Procurement Enquiries.</u></p> <p>Ms S.A. Mashaba P.O. Box 437 Middelburg 1050 013 249 2104/05/06/07/ 2110/2096/2158</p>	<p><u>Technical Enquiries.</u></p> <p>Mr MC Nchabeleng P.O. Box 437 Middelburg 1050 013 249 2194/99</p>
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F.1.5.	<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 or his nominee will be regarded as amending the tender documents. Tender offer communicated on paper shall be submitted as an original.</p> <p>In the event that no correspondence or communication is received from the NDM within ninety (90) days after the stipulated closing date and time of the tender, the tender proposal will be deemed to be unsuccessful.</p>			
F.1.6	<p>The Employer's right to accept or reject any tender offer</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>			
F.2 F.2.1	<p>Tenderer Obligations</p> <p>Eligibility</p> <p>Only those bidders who satisfy the following criteria are eligible to submit tenders:</p> <hr/> <p>Only those tenderers who satisfy the following criteria are eligible to submit tenders:</p> <ul style="list-style-type: none"> ▪ Company experience in terms of supply and delivery projects completed (Appointment letter/contract, completion certificates, project closure report and/or delivery notes together with a confirmation letter). ▪ Experience of contracts of similar size and value. 			
F.2.2	<p>Cost of Tendering</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>			
F.2.3	<p>Check documents</p> <p>The Tenderer should check the tender documents on receipt for completeness and notify the</p>			

Contractor	Witness 1	Witness 2	Employer	Witness 1	Witness 2				



	<p>employer of any discrepancy or omission.</p> <p>NDM reserves the right to request the original documents of qualifications of the proposed personnel prior to the appointment.</p> <p>Original documents to be presented for certification purposes prior to appointment.</p>
F.2.4	<p>Confidentiality and Copyright of Documents. 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>
F.2.5	<p>Submitting tender offer:</p> <p>No Tender document will be considered unless submitted on Council's Official Tender Document</p> <p>Return all the returnable documents to the employer after completing them.</p> <p>Tenders must be deposited in the tender box clearly marked with project description.</p> <p>Location of tender Box: Main Entrance Ground Floor Nkangala District Municipality Building Physical Address: Nkangala District Municipality, 2A Walter Sisulu Street, Middleburg 1050. Telephonic, telegraphic, telex, facsimile or emailed tenders will not be considered</p> <p>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>Accept that a tender submitted to the employer cannot be withdrawn or substituted. No substitute tenders will be considered</p>
F.2.6	<p>Closing Time:</p> <p>The time and location for opening of the Tender offers are:</p> <p>Closing Time: 12h00</p> <p>Closing Date: 21/01/2022</p> <p>Location: Nkangala District Municipality 2A Walter Sisulu Street Middelburg 1050</p> <p>The tenders will not be immediately opened in public on the specified closing date due to Covid-19.</p>
	<p>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.</p>

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F.2.7	<p>Pricing the tender</p> <p>State the rates and prices in Rand</p>
F.2.11	<p>Alterations to the Tender Documents.</p> <p>No 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>
F.2.12	<p>Alternative tender offer.</p> <p>No alternative tender offers will be considered or accepted</p>
F.2.13	<p>Declaration Certificate for Local Production and Content for Designated Sectors</p> <p>Failure to complete and comply with minimum threshold of MBD 6.2, Annexure C, D & E for Local Content is an automatic disqualification. Tenderers must ensure that products/materials supplied are manufactured/produced locally. Tenderers must also ensure that imported products/material are exempted by the Department of Trade and Industry (DTI).</p>
F.2.16	<p>Tender Offer Validity</p> <p>The Tender offer validity period is 90 days from the closing date.</p>
F.2.17	<p>Tender clarification after submission</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>
F.3.11	<p>Tender evaluation points</p> <p>The value of this bid is estimated not to exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 point system shall be applicable.</p>
	<p>Preference points for this bid shall be awarded for:</p> <p>(a) Price; and</p> <p>(b) B-BBEE Status Level of Contribution.</p>
	<p>The maximum points for this bid are allocated as follows:</p>

<i>Contractor</i>		<i>Witness 1</i>		<i>Witness 2</i>		<i>Employer</i>		<i>Witness 1</i>		<i>Witness 2</i>



	<table border="1"> <tr> <td></td> <td style="text-align: center;">POINTS</td> </tr> <tr> <td>PRICE</td> <td style="text-align: center;">80</td> </tr> <tr> <td>B-BBEE STATUS LEVEL OF CONTRIBUTION</td> <td style="text-align: center;">20</td> </tr> <tr> <td>Total points for Price and B-BBEE must not exceed</td> <td style="text-align: center;">100</td> </tr> </table>		POINTS	PRICE	80	B-BBEE STATUS LEVEL OF CONTRIBUTION	20	Total points for Price and B-BBEE must not exceed	100
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	<p>Evaluation of Tenders</p> <p>The Tenderers notice is drawn to the fact that the evaluation, adjudication and awarding of this tender will be terms of the Supply Chain Management Policy of the NDM.</p> <p>The following steps will be followed in evaluation;</p> <ol style="list-style-type: none"> 1. Determination of whether or not tender offers are complete. 2. Determination of whether or not tender offers are responsive. 3. Determination of the reasonableness of tender offers. 4. Confirmation of the eligibility of preferential points claimed by tenderers. 5. Determination of expertise and experience of tenderers. 6. Awarding of points for financial offer. 7. Ranking of tenderers according to the total points 8. Performance of risk analysis by checking the credit record of the tenderers <p>Evaluation Criteria</p> <p>The procedure for the evaluation of responsive Bids will be on the average of the previous three similar projects where the firm was involved in projects or OTHER CLIENTS. Reference of Clients including NDM must be provided.</p> <p>Tenders are adjudicated in terms of NDM Supply Chain Management Policy, and the following framework is provided as a guideline in this regard.</p>								
	<p>Technical adjudication and General Criteria</p> <ul style="list-style-type: none"> ▪ Tenders will be adjudicated in terms of inter alia: ▪ Compliance with Tender conditions ▪ Technical specifications <p>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.</p> <p>With regard to the above, certain actions or errors are unacceptable and warrants REJECTION OF THE TENDER, for example</p> <ul style="list-style-type: none"> ▪ A valid tax clearance certificate issued by SARS or Tax Compliance letter with a unique PIN in terms of the electronic Tax Compliance Status (TCS) system from SARS has been submitted. ▪ Pages to be completed, removed from the Tender document, and have therefore not 								

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	<p>been submitted.</p> <ul style="list-style-type: none"> ▪ 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 unbinded or unbundled. ▪ 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 D – “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.
	<p>Size of enterprise and current workload</p> <p>Evaluation of the Tenderer’s position in terms of:</p> <ol style="list-style-type: none"> 1. Previous and expected current annual turnover 2. Current contractual obligations 3. Capacity to execute the contract
	<p>Previous experience</p> <p>The procedure for the evaluation of responsive Bids will be on the average of the two (2) projects where the firm was involved. Reference of clients other than NDM MUST be provided.</p> <p>The tenderer shall list in the appropriate Forms, the appropriate related projects undertaken by the member firms of the tenderer within the last three (3) years.</p> <p>Evaluation of the Tenderer’s position in terms of his previous experience. Emphasis will be placed on the following:</p> <ul style="list-style-type: none"> ▪ Company experience in terms of supply and delivery projects completed. ▪ Number of projects that the company has been involved in. ▪ Experience of the Project Leader in implementing similar or agriculture projects

Contractor		Witness 1		Witness 2		Employer		Witness 1		Witness 2



	The tenderer shall provide documentation of company experience of each member of the Consortium/Joint Venture related projects.
	<p>Financial ability to execute the contract:</p> <p>Evaluation of the Tenderer's financial ability to execute the contract. Emphasis will be placed on the following:</p> <ul style="list-style-type: none"> Contact the Tender's bank manager to assess the Tenderer's financial ability to execute the contract and the Tenderer hereby grants his consent for this purpose.
	<p>Good standing with SA Revenue Services</p> <ul style="list-style-type: none"> Determine whether a valid tax clearance certificate issued by SARS or Tax Compliance letter with a unique PIN in terms of the electronic Tax Compliance Status (TCS) system from SARS has been submitted.
	If the Tender does not 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>Penalties</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"> Cancel the contract and recover all losses or damages incurred or sustained from the Tenderer. Impose a financial penalty at the discretion of Council Restrict the contractor, its shareholders and directors on obtaining any business from the Nkangala District Municipality for a period of 5 years
F.3.11.5	<p>Evaluation Method 4</p> <p>Which entails the balance between financial offer, preferences and Quality and 80-20 points system, will be adopted.</p>
F.3.11.6	<p>The additional conditions of Bid Document</p> <ol style="list-style-type: none"> 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. 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
F.3.11.7	

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A firm must obtain a minimum of 30 points out of the 45 points above to be considered for price and BBB-EE evaluation.

Project Manager / Team Leader: (Maximum Points obtainable 30)

Name:

Qualifications of the Project Leader (Maximum Points obtainable 10)

Qualifications of the Project Leader		Elimination Factor		
Possessing Minimum National Diploma in Agriculture	National Diploma in Agriculture (NQF Level 6)	Yes	3	
	Degree/Btech in Agriculture (NQF Level 7)	No	5	
	Honours in Agriculture (NQF Level 8)	No	7	
	Master's degree in agriculture (NQF Level 9)	No	10	
Sub-total			10	
Total			10	

Experience of the Project Leader (Maximum Points obtainable 20)

Evaluation Criteria	Evaluation Criteria	Elimination Factor	Points obtainable	Points Claimed
Number of Projects in Implementing Agriculture or Similar Projects	0-1 Projects	Yes	0	
	2 – 3 Projects	No	10	
	4-5	No	15	
	6 and above	No	20	
Sub-Total			20	
TOTAL			20	

Contractor	Witness 1	Witness 2	Employer	Witness 1	Witness 2					



FIRM'S RESOURCES TO EXECUTE THE PROJECT (Maximum Points obtainable 15)

Note: Company's resources to execute the project

Proof of availability of appropriate vehicles, Light Duty Vehicles (LDV) to enable delivery of tools, implements and production inputs (Owned/ Leased/ Intend to Lease Agreement. Certified copies of vehicle registration certificates must be attached

Evaluation Criteria	Evaluation Criteria	Elimination Factor	Points obtainable		Points Claimed
			Owned	Leased	
Number of Light Duty Vehicles (LDV) in possession for deliveries	0-1 Vehicles/ Bakkie	Yes	0	0	
	2 – 3 Vehicles/ Bakkie	No	5	3	
	4-5 LDV	No	10	8	
	6 and above	No	15	13	
Sub-Total			15		
TOTAL			15		

N.B LDV is motor vehicles other than cars, used for the carriage of passengers and/or goods and having a gross vehicle mass not exceeding 3,500 kilograms.

EXPERIENCE OF FIRM (Maximum Points obtainable 20)

Note: Company's previous completed projects

Provide Evidence of Experience in similar projects in the form of appointment letter/contract, a purchase order and/or delivery notes together with a confirmation letter from a relevant institution signed by the Accounting Officer or Accounting Authority

Evaluation Criteria	Evaluation Criteria	Elimination Factor	Points obtainable	Points Claimed
Company experience in terms of projects completed	0-1 Projects	Yes	0	
	2 – 3 Projects	No	10	
	4-5	No	15	

Contractor	Witness 1	Witness 2	Employer	Witness 1	Witness 2					



	6 and above	No	20	
Sub-Total			20	
TOTAL			20	

TOTAL SCORE: _____/65

Contractor	Witness 1	Witness 2	Employer	Witness 1	Witness 2					