

## PART T1: TENDERING PROCEDURES

### 1. GENERAL

#### 1.1 TENDER NOTICE

##### T1.1 TENDER NOTICE AND INVITATION TO TENDER

##### MBD 1 INVITATION TO BID

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#### MKHONDO LOCAL MUNICIPALITY

### PROVISION OF TURNKEY FLEET MANAGEMENT (PROCUREMENT OF VEHICLES AND EARTHMOVING EQUIPMENT) AND RELATED SERVICES FOR A PERIOD OF 3 YEARS ON AN "AS AND WHEN REQUIRED" BASIS

Mkhondo Local Municipality invites suitable qualified, and CSD registered service providers to submit bid sealed tenders, duly endorsed as per description below:

Bid No.	Description	Non-Refundable Bid Document Price	Non-Compulsory Briefing / clarification Meeting	Preferential Procurement Point System	Minimum Functionality Score Required	Evaluation Criteria	Tender Closing Date
MKHO39/2022/23	PROVISION OF TURNKEY FLEET MANAGEMENT (PROCUREMENT OF VEHICLES AND EARTHMOVING EQUIPMENT) AND RELATED SERVICES FOR A PERIOD OF 3 YEARS ON AN "AS AND WHEN REQUIRED" BASIS	N/A	22 June 2023; 10h00 a.m Mkhondo Town Hall	80/20	70%	Method 4	14 July 2023, 12h00

Mkhondo Local Municipality hereby invites suitable and reputable service providers to submit comprehensive tenders for the above-mentioned project. The service providers must comply with the VAT Act. Tender documents can be obtained from the e-Tenders Portal ([www.etenders.gov.za](http://www.etenders.gov.za)) and the municipal website ([www.mkhondo.gov.za](http://www.mkhondo.gov.za)) from 22/06/2023. Bids may only be submitted on the bid documentation provided by the Municipality with no alterations unless otherwise stated by the Employer.

Sealed envelopes must be addressed to: The Acting Municipal Manager, Mkhondo Local Municipality, PO Box 23, Mkhondo, 2380. Marked with the descriptions above and the correct reference number and deposited in the 'TENDER BOX' situated at MKHONDO Town Hall, Mark and de Wet Street, Mkhondo, no later than Friday, 14<sup>th</sup> of July 2023 time 12:00 noon. No correspondence will be entered into with any tender regarding scores obtained, reasons for no appointment, etc. No late, telephonic, facsimile or e-mailed tenders will be accepted. According to

the Municipality Supply Chain Regulations issued by the Minister of Finance in terms of Section 168 of the Municipal Finance Management Act, Act 56 of 2003, persons who are within the organs of the state, like Councilors, and other elected representatives, full time employees and other directors of the public and municipal entities are prohibited from being eligible to bid or be awarded a contract to provide any services to the municipality.

The following compulsory documents (administrative and technical returnables) must be accompany the tender, and failure to provide such documentations shall constitute automatic disqualification: **Tax Compliance Status (TCS) Pin, Certified copy of Company Certificate, Current Municipal Account / Valid Lease agreement, Certified copy of shareholder's ID documents, Full CSD Report (Not older than 30 days from tender closing), Valid Authority of Signatory to sign the bid, Letter of Good Standing (COIDA), Valid proof of SAVRALA membership (South African Vehicle Rental And Leasing Association), Latest Three Year Audited Annual Financial Statements,**

Corporate social investment, bidders are mandated to make a provision for corporate social investment (CSI) at 1% as part of the municipality's empowerment program implemented through its supply chain management policy when allocated work.

All submissions will be adjudicated in terms of the Mkhondo Local Municipality's Procurement Policy, the Preferential Procurement Policy Framework Act, Act No. 5 of 2000 as well as the preferential procurement regulations, 2022 (PPR 2022). The 80/20 price and preference point system will be applicable for this tender, where 80 points will be allocated in respect of price and 20 points in respect of targeted (specific) goals. Copy of B-BBEE certificate or sworn affidavit for B-BBEE to claim B-BBEE points. Method 4 of evaluation of the acceptable proposals will be applied and responsive bids are expected to score at least a minimum of 70% for quality to be considered for further evaluation. All bids shall be valid for a period of 90 days from the closing date of the bid

Mkhondo Local Municipality reserves the right to accept or not to accept the lowest priced or any other proposal. Bid prices will be used for evaluation purposes only and will not be considered as final award prices. Mkhondo Local Municipality reserves the right to appoint more than one service provider for the works.

All administrative and supply chain management enquiries must be addressed to: Tel: M.C Gumede on the Email address: [mgumede@mkhondo.gov.za](mailto:mgumede@mkhondo.gov.za) , and Technical enquiries to Ms.Q.Z Mbatha on [zmbatha@mkhondo.gov.za](mailto:zmbatha@mkhondo.gov.za); telephonic at 017 285 0213 Senior Manager Fleet Management by no later than the 14<sup>th</sup> of July 2023 and NO further queries submitted after this date will be attended to.

The closing of tender will only be administered at Town Hall, 33 Mark Street, eMkhondo, 2380  
Closing date : **Friday, 14<sup>th</sup> of July 2023 at 12h00**

**Mr. M.S Dlamini**  
**Acting Municipal Manager**  
**Mkhondo Local Municipality**

