



## BID NOTICE

### PROJECT DESCRIPTION

Mnquma Local Municipality hereby invites bids from all prospective accredited and qualifying service provider for

BID NO.	Description	Evaluation Criteria	Closing Date
SCM/MLM/32/21-22	Supply and Delivery of 90 Legislation Books for Local Government.	80/20	29/10/2021 Time: 12:00

**Evaluation Criteria:** The evaluation will be conducted in two 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.

**Enquiries:** Mr L Mafanya (Manager: Council and Committee Support) at 047 050 1135 email: [lmafanya@mnquma.gov.za](mailto:lmafanya@mnquma.gov.za) and Ms. Nontathu Mnini ( Manager: SCM) at (047) 050 1150/ 082 457 9945 email: [nmnini@mnquma.gov.za](mailto:nmnini@mnquma.gov.za)

**Stage 2:** Evaluation in terms of the 80/20 preference point systems prescribed in Preferential Procurement Regulations Price=80 points, B-BBEE=20 points. Bidders are required to submit an original or certified copy of B-BBEE certificate to claim preferential points.

#### REQUIRED DOCUMENTS:

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

- Full CSD Report (Not older than one Month)
- Only original tender documents will be accepted
- Fully completed and signed Tender Forms i.e. Form of offer, all returnable MBDSs (MBD 1-9 (Part of the document). Return all returnable documents to the employer after completing them in their entirety by writing legibly in non-erasable ink.
- In the case of partnerships/consortiums/joint venture agreement, signed agreement must be submitted with the tender document (attached to **Schedule 2**).
- All parties/partners to the partnership/consortium/joint venture agreement must be registered on the Central Supplier Database

#### OBTAINING OF TENDER DOCUMENTS:

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

#### CONDITIONS OF ACCEPTANCE:

- The Municipality is under no obligation to accept any proposal/tender and reserves the right to accept the whole or any part of the proposal/tender. No proposal/tenders will be considered from persons in the service of the state.
- The bidder or any of its directors/shareholders is 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.
- No late, incomplete, unsigned faxed, couriered, and emailed tenders will be accepted
- The tender offer submitted shall remain valid, irrevocable and open for written acceptance by the Mnquma Local Municipality for a period of 90 days from the closing date.
- The award of the tender may be 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 municipality's official website [www.mnquma.gov.za](http://www.mnquma.gov.za)

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

- CK/ Company registration, Certified ID Copies not later than 3 month
- 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 any other municipality or municipal entity for rates, taxes and/or municipal service charges which are in arrear for a period 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.

#### **TENDER SUBMISSION AND OPENING**

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

Tenders should be sealed, endorsed on the envelope with:

**BID NO. SCM/MLM/32/21-22**  
**PROJECT NAME : SUPPLY AND**  
**DELIVERY OF 90 LEGISLATION BOOKS**  
**FOR LOCAL GOVERNMENT.**

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**S. MAHLASELA**  
**MUNICIPAL MANAGER**