



BID NOTICE AND INVITATION TO BID

REQUEST FOR PROPOSAL FOR THE SERVICE PROVIDERS TO UNDERTAKE THE FOLLOWING SERVICE

Proposals are hereby invited by Ntabankulu Local Municipality from suitably qualified, experienced and competent contractors for the construction of the project tabled below:

Project name	Contract no.	Typical project description	Required CIDB grading	Date of compulsory clarification session	Closing Date of Tender and Time	Preference points system
Construction of fenced Zamokulingisa Pre-School with Ablutions Facilities in Ward 01	NLM/TS/CFZPA /2024/2025	Construction of Zamokulungisa Pre- School	3GB or higher	10 June 2024 at 10H00 at Ntabankulu LM	19 June 2024 at 12H00 at Ntabankulu LM	80/20

The minimum specifications are detailed in the Bid document. **Punctuality will be adhered to. Briefing session will strictly be 30 minutes after which bidders and representatives of the municipality will proceed to the respective sites. The briefing session will be conducted at the municipal grounds, within the municipal premises. A roll call will be done at every site inspection to ensure bidders do attend the compulsory briefing session and site inspections.**

Bidders who arrive 10 minutes after the start of the briefing session will be deemed late, non-responsive and will not be allowed into the briefing session, a representative can only sign for one company.

Bid documents may be obtained from the Ntabankulu Local Municipality offices at ERF 85, Main Street, Ntabankulu, 5130, during office hours 08H00 to 16H30 (Monday to Thursday), and 08H00 to 15H30 on Fridays. **BID DOCUMENTS WILL BE AVAILABLE ON DATES SET FOR THE COMPULSORY BRIEFING SESSIONS.** A non-refundable cash payment of **R500** or bank guaranteed cheque made out in favour of Ntabankulu Local Municipality is required upon collection of the tender document.

EFT payments can also be made to the Municipality on the following details:

- **Account Name:** Ntabankulu Local Municipality
- **Cheque Account Number:** 62233334250
- **Branch Code:** 250035

Bids are to be completed in accordance with the conditions attached to the Bid document and must be sealed and indorsed with the relevant bid number and must be deposited in the official bid box clearly marked **"Framework Contract For An Electrical Contractor To Plan, Design, Construct And Close Out Ntabankulu Municipality Electrification Programme For A Period Of 24 Months NLM/TS/FCEP/2024/25" or "Construction of fenced Zamokulingisa Pre-School with Ablutions Facilities in Ward 01 NLM/TS/CFZPA/2024/2025"** in the main entrance of the Ntabankulu Municipality at ERF 85 Main Street, Ntabankulu 5130, at which bids will be opened in public. Bids shall be valid for a period of 90 days after the closing date of the submission of bids. **Under no circumstances will late tenders be accepted.**

Service providers are requested to attach the following mandatory documents for their bids on the pages indicated in the bid document:

- Valid SARS Tax compliance pin
- MBD 3.1, 4, 6.1, 8 & 9 (Signed after the date of the Advert)
- Proof of company registration
- Original Certified ID copies for the entity owner/s
- Valid original or certified copy of BBBEE Verification Certificate, or original sworn affidavit

NB. All certification must not be more than 3 months old and must be in its original format.

- Proof of municipal rates clearance for the company and director of the company or a signed lease agreement by both parties and confirmation that there is no billing where the entity is based.
- Proof of registration with the CIDB for the required CIDB grading designation.
- A trust, consortium or joint venture must submit a consolidated CIDB grading as calculated through the CIDB joint venture grading calculator.
- An approved formal guarantee or a letter of intent from the proposed guarantor
- Letter of good standing from the Department of Labour in terms of Compensation for Occupational Injuries and Diseases Act 130 of 1993 (As amended)
- Company Audited Annual Statements for the past 3 years or since the establishment if it was established during the past 3 years.
- A trust, consortium or joint venture must submit a consolidated B-BBEE status level verification certificate for every separate bid and a joint venture agreement.
- All prospective service providers are required to apply on Central Supplier Database in order to do business with all organs of the State in the Republic of South Africa at <https://secured.csd.gov.za>. Non-registration will be regarded as non-responsive and be disqualified from the bid. A copy of the CSD must be attached.

NB: Verification of CIDB grading on CIDB website will be conducted during evaluation.

Tender documents must be filled/completed in its original format; no copies will be accepted.

Failure to submit the mandatory document will deem the tender non-responsive and it will not be evaluated further.

Stage 1. Functionality will be evaluated based on the following criteria and bidders who failed to score a minimum functionally assessment of 70% will be considered non-responsive and will not be evaluated further.

CRITERIA	VALUE 1-5	MAXIMUM POSSIBLE SCORE
Experience on Similar Project	Max 5	30
Personnel Experience	Max 5	30
Plant and Equipment Relevant to Project	Max 5	30

Methodology	Max 5	10
TOTAL		100

Where: 1=Poor, 2=Acceptable, 3=Good, 4=Very good and 5 =Excellent

Stage 2: Price and Specific Goals

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Business owned by =>50% black people	4	
Business owned by <50% black people	1	
Business owned by =>50% women	3	
Business owned by <50% women	1	
Business owned by =>50% Youth (age <= 35 years on the closing date)	5	
Business owned by <50% Youth (age >35 years on the closing date)	3	
Business owned by People with Disability / Military veteran	2	
Small Enterprise (SMME Category – QSE/EME)	2	
Promoting Locality - Business located within Ntabankulu	4	
Promoting Locality - Business located in Alfred Nzo District	3	
Promoting Locality - Business located in Eastern Cape	2	
Promoting Locality - Business located in South Africa	1	

The provisions of the Preferential Procurement Regulations 2022 and the Municipal SCM Policy will apply.

NTABANKULU LOCAL MUNICIPALITY reserves the right not to accept the lowest tender or any tender. Late, incomplete, telegraphic, or facsimile tenders will not be considered. The Council is not bound to accept the lowest or any proposal and reserves the right to accept the whole or part of the proposal or any tender or to furnish reasons for its decisions.

Further technical enquiries should be directed to **Mr PL Mpendulo** at mpendulop@ntabankulu.gov.za or **066 480 4094** and procurement or SCM enquiries should be directed to **Mr. O. Mdudi** at mdudio@ntabankulu.gov.za or **082 786 0772** during office hours i.e. between 08h00 and 16h30.

Requested by



T Mtsitsa
Bid Specification Chairperson

Recommended by



M Mhlifili
CFO

Approved by



I Sikhulu-Nqwena
Municipal Manager