



ADDENDUM NO 1

CDC/309/24 ET AL

**LEASING OF NEW VEHICLES FOR VARIOUS COEGA OFFICES WITH FULL MAINTENANCE FOR A
PERIOD OF 36 MONTHS WITH AN OPTION TO EXTEND BY ADDITIONAL TWO YEARS
5 pages in total**

Issue Date: 09 October 2024

This addendum shall be read in association with, shall form part of the above contracts document and shall be contractually binding on the contract.

Please note the following amendments to the Tender document.

No	Issue	Amendment
1	Page 5. The tenderers must submit copies of the service and maintenance plans, insurance, licensing and registration of all of the vehicles in the tender document.	The tenderers must submit assurance letter confirming that all vehicles will be under service and maintenance plans, will be under insurance, licensing and registration of all of the vehicles in the tender document.
2	Page 5. All manufacturer warranties must be included.	All manufacturer warranties will be required from successful bidder.
3	Page 6. Bidders are required to have an active accredited dealers' registration with the Motor Industry Ombudsman of South Africa (MIOSA) on the date of closing and required to maintain this registration throughout the Tender Evaluation period. Failure to do so will invalidate the tender.	The successful bidder will be required to obtain an active accredited dealers' registration with the Motor Industry Ombudsman of South Africa (MIOSA) prior award.
4	Page 6. Tenderers are required to submit proof of ownership for the vehicles in areas which they are bidding for. Copy of Registration Certificate or Purchase invoice or Service Level Agreement if hired and proof of South African Special Risk Insurance Association (SASRIA) and Comprehensive Insurance must be attached to this document.	The successful bidder will be required to submit proof of ownership for the vehicles in areas which they are bidding for. Copy of Registration Certificate or Purchase invoice and proof of South African Special Risk Insurance Association (SASRIA) and Comprehensive Insurance will be required as a condition to accept fleet.
5	Page 9. Queries relating to this RFP may be addressed to Ms. Zine Mtanda, Unit Head: Supply Chain Management strictly via e-mail: tenders30924@coega.co.za between the period of 13 September 2024 to 11 October 2024 . No new queries received after 11 October 2024 will be considered.	Queries relating to this RFP may be addressed to Ms. Zine Mtanda, Unit Head: Supply Chain Management strictly via e-mail: tenderscdc30924@coega.co.za between the period of 13 September 2024 to 21 October 2024 . No new queries received after 21 October 2024 will be considered.
6	Page 9. The closing date and time for the receipt of complete bid documents is on Monday 14, October 2024 at 12h00 .	The closing date and time for the receipt of complete bid documents is on Monday 28, October 2024 at 12h00 .

7	Page 10. All manufacturer warranties must be included.	All manufacturer warranties will be required from successful bidder.
8	Page 10. The tenderers must submit copies of the service and maintenance plans, insurance, licensing and registration of all of the vehicles in the tender document.	The tenderers must submit assurance letter confirming that all vehicles will be under service and maintenance plans, will be under the insurance, licensing and registration of all of the vehicles in the tender document.
9	Page 14. <i>All cars must be roadworthy and in good condition (0-2000km/ or not more than a year at delivery)</i>	<i>All cars must be new, roadworthy and in very good condition</i>
10	Page 14. <i>Proof of ownership or access must be supplied with a Bid document</i>	<i>Proof of ownership will be required from successfully bidder</i>
11	Page 14. <i>In case of an accident/mechanical fault, a replacement car should be made available within 1- 7 days</i>	<i>In case of an accident/mechanical fault, a replacement car should be made available within 1- 15 days</i>
12	Page 15. This should include the provision of replacement vehicles during maintenance and in case of breakdowns not exceeding 5 days or more.	This should include the provision of replacement vehicles during maintenance and in case of breakdowns exceeding 7 days or more.
13	Page 20. Access/Ownership (availability) of Motor Vehicles and replacement vehicle in case of breakdown. The proof of ownership must be submitted in a form of Registration Certificate/s (RC). In case of hiring, letter of confirmation/ agreement between the bidder and the hirer. The confirmation of motor vehicle availability/ ownership and/or access to hire must cover the quantity and the type of motor vehicles.	Bidders to provide proof address and confirmation of operations in one or more areas selected
14	Page 20. Bidders must submit copies of the Service and Maintenance Plans, Insurance and Licensing of the vehicles that they are bidding for per area A – E of the motor vehicles.	Bidders must submit an assurance letter confirming the following; • All vehicles to be supplied will be under service and maintenance plans, • Will be under the insurance, • Will be roadworthy, licensed and registered The assurance letter must confirm areas selected area A – E of the motor vehicles.
15	Page 20. In an event that the Bidder is not the	Bidder must provide proof of available capital in the

	owner of the motor vehicles proof of available capital in the form of confirmed credit line with banking institution and letters of confirmation of supplier credit must be provided. Applicable for hiring purposes.	form of confirmed credit line with financial or banking institution.
16	Page 21. Bidders must submit proof of long-term leasing/rental experience they have in the past 7 years in the Motor Vehicle Leasing business in the form of at least two (2) letters of reference from previous or current clients. The referral letters must not be older than 3 years.	Bidders must submit proof of long-term leasing experience they have in the past 7 years in the Motor Vehicle Leasing business in the form of at least two (2) letters of reference from previous or current clients. The referral letters must not be older than 3 years.
17	Page 21. An advanced fleet management system to monitor the leased vehicle's performance, usage, and maintenance schedules. A detailed and accurate report analytics system to track costs, efficiency, and vehicle health of all leased cars. A real-time tracking and telematics system for enhance operational oversight must be installed in all the leased vehicles.	An advanced fleet management system to monitor the leased vehicle's performance, usage, and maintenance schedules. The system should have a capability to do a accurate report analytics system to track costs, efficiency, and vehicle health of all leased cars. A real-time tracking and telematics system for enhance operational oversight must be installed in all the leased vehicles.
18	Page 21. A Business Registration Number Certificate (BRNC) complying with all Motor Vehicles to be leased registered under the bidder/company.	A Business Registration Number Certificate (BRNC) complying with all Motor Vehicles to be leased

NB: This addendum must be read in conjunction with and will be deemed to form part of the tender document. Bidders must note that this amendment supersedes what was originally issued in the RFP Document and to note that this amendment is critical for evaluation purposes. Failure to submit the documents required through this addendum will result in disqualification of your bid.



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All Bidders are required to acknowledge receipt of this notification by duly signing this page and returning the same by **email to** : tenderscdc30924@coega.co.za Failure to acknowledge the addendum may invalidate the tender

Please note that a copy of this addendum and acknowledgement must be submitted with your tender.

Company Name of Bidder:

Addendum No 1

Name:

Signed as received:

Signature:

Date:
