

TENDER NOTICE & INVITATION TO TENDER

Formal tender sealed and clearly marked **“NC065/T21/2024– Appointment of Panel of Service Providers to provide various Accredited Training to Hantam Municipality for a period of 36 months”** must be placed in the Municipal tender box at the Head Office of Hantam Municipality at 20 Dr Nelson Mandela Drive, Calvinia, 8190 no later than 12h00 on Wednesday, 20 November 2024 and will be opened in public immediately.

The municipality reserves the right to withdraw any invitation to tender and / or re-advertise or to reject any formal tender or to accept a part of it. The Municipality does not bind itself to accept the lowest tender or award a contract to the bidder scoring the highest number of points. Potential bidders should note that all projects in terms of this tender may not materialize.

Formal tenders will be evaluated and adjudicated in terms of 80/20 Preference Point System prescribed by the Preferential Procurement Policy Framework Act of 2022 which took effect from 16 January 2023 and the Municipality's Supply Chain Management Policy. Furthermore, all tenders received shall be evaluated in accordance with the Municipal Finance Management Act, Act 56 of 2003 (read with its accompanying supply chain management regulations).

Any technical enquiries can be made to Mrs. E. De Wet at tel. no. .027 341 8500, email edewet@hantam.gov.za

Following conditions will apply to the tender:

- The Tenderer **MUST** be registered on the Central Supplier Database (CSD) of National Treasury. Proof of registration should be attached to the tender document (CSD REPORT);
- A Valid and Original Tax Clearance Certificate/ Tax Compliance Status Pin issued by SARS should accompany your document or a certified copy of the original Tax Clearance Certificate/ PIN;
- **Specific goals:**
 - **The Youth – 10 Points** (Youth are identified as any person between the ages of 18-35 years as per the National Youth Policy of South Africa – Identification Document with Company registration documents will be used to measure and allocate points)
 - **Locality – 10 Points** (Locality will be allocated as follows):

LOCALITY OF SUPPLIER	NUMBER OF POINTS FOR LOCALITY 80/20	NUMBER OF POINTS FOR LOCALITY 90/10
Within borders of Northern Cape	4	2
Within borders of Hantam Municipality	6	3

(Both points will be claimed for physical office location within the borders of Hantam Municipality and Northern Cape which will amount to 10 points if office is within Hantam Municipality, only 4 points will be allocated for physical office location in the Northern Cape).

- Certified copy of the latest Municipal Account on the address of the business or Police affidavit/Municipal declaration indication operating business address AND that of the directors, as per CK1 must accompany the bid document (NB. Bidders may not be in arrears for more than three months with municipal rates and service charges)/ if business has entered into a lease agreement for the use of a building, the lease agreement should accompany your tender document; (The municipal operating address as indicated above will be used for the allocation of points on the basis of locality).
- Certified copies of Identity Documents (ID's) of all shareholders/ owner(s)/ partners of bidding companies must be submitted with the bid document.
- Price quoted must be valid for at least 90 days;
- Price quoted must be firm and inclusive of VAT;

- Bids which are late, incomplete, unsigned, completed in pencil, submitted by facsimile or electronically, will not be accepted;
- Bids must only be submitted on the documentation provided by the Hantam Municipality (original Bid Documents) and be completed with black ink;
- The Supply Chain Management Policy of Hantam Local Municipality will apply.
- Local Production and Content: Not Applicable for this tender.

Prospective bidders must have prior knowledge and experience of providing these services and provide references thereof, a minimum of two references are required.

No tender will be considered from a person or company who, for the past five years has been convicted of

- Fraud, corruption or any criminal offense
- The strike, premature termination of unsuccessful completion of government contracts

No tender will be considered from persons in the service of the state.

It is prerequisite that all prospective service providers who are not yet registered on the Central Supplier Database of National Treasury, register without delay by completing the prescribed form or log onto www.csd.gov.za/register. Application forms are obtainable on our website.

A set of tender documents with detailed specifications can be obtained from Mr. A. M. Pieters, Supply Chain Management at the cost of R693.60, 20 Dr Nelson Mandela Drive, Calvinia, 8190, Email: Apieters@hantam.gov.za or at (027) 341 8500 before the specified date and time. Tender Documents which are downloaded from the municipal website will be free of charge.

Mr. J. Fortuin
ACTING MUNICIPAL MANAGER