



NKANDLA MUNICIPALITY

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NKANDLA
3855

Physical Address:
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Lot 292
NKANDLA

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CALL FOR PROPOSALS AND INVITATION TO BID BID NUMBER: NKA/BTO001/22/23

Nkandla Local Municipality seeks to appoint a suitably qualified and reputable Municipal Auctioneer for the disposal of the Municipal Assets for the period of 36 months as follows:

Item	Description	Quantity
1	The scope of works involves the following: • Dispose all identified assets as approved by council • Council will be responsible for the centralisation of the assets at the municipal workshop • Assist council with the collection of funds from the bidders • Provide detailed pricing schedule showing estimated/percentage cost to be borne by the municipality for providing the service. • The auctioneer will be paid after all the items sold are paid by the successful bidders • The auctioneer is required to use own resources in respect of staff and other resources to fulfil their duties • Council will not take responsibility of sold items returned by the successful bidder • The auctioneer should take responsibility of all prices set • Any contractual agreements should be entered into between the auctioneer and the bidder. • Auctioneer will be responsible for the following but not limited to; Pre-auction preparation Auction management, Advertising of auction 14 (fourteen) days before auction day (this must include local newspapers). Holding of viewing day prior to auction day, between 09:00 and 15:00 on weekdays (excluding weekends and public holidays). • Transfer of ownership at own cost	1
The Auctioneer must specify the commission percentage on the total amount of all items sold and amount collected.		

SUBMISSION OF PROPOSALS

All priced bids and supporting/ retainable documents must be submitted in a sealed envelope, clearly marked "BID Number and Project Name", and be deposited in the municipal tender box situated at the reception area of the Nkandla Municipality, Lot 292, Maree Road, Nkandla, 3855 by Wednesday, 24 August 2022 before 12H00, where public opening will be held.

SUPPORTING/RETAINED DOCUMENTS AND BIDS CONDITIONS.

- ⌘ Quotation, Tax Clearance Certificate, Proof of Municipal Account, Company Founding Documents, Company Profile, B-BBEE Certificate, MBD4, MBD6.1, MBD8 and MBD9 must be submitted with the proposal (all the MBD forms are available on request).
- ⌘ Traceable experience
- ⌘ The successful service provider will be required to register on the municipal database; Database Forms are available on request.
- ⌘ The Nkandla Local Municipality Supply Chain Management Policy will apply.
- ⌘ The Council reserves the right to negotiate further conditions and requirements with the successful service provider. And reserve the right not to appoint.

- ⌘ Bids that are late, incomplete, unsigned, faxed or e-mailed will not be accepted or considered. The municipality will accept no responsibility for the late delivery of proposals by courier services or any other forms of mailing.
- ⌘ The Nkandla Local Municipality does not bind itself to accept the lowest or any tender and reserves the right to accept the whole or part of the tender.
- ⌘ Bids shall remain valid for 60 – 90 days from the closing date (24 August 2022)
- ⌘ All prices should be inclusive of Value Added Tax (VAT)

EVALUATION CRITERIA

The above Bid will be evaluated and adjudicated according to the following criteria:

Nkandla Local Municipality subscribes to the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000), read with The Revised Preferential Procurement Regulations, 2017. The 80/20-point system shall be applicable during the evaluation.

- **First Stage:** Returnable & Completeness then Functionality; 100 points (minimum threshold of 70 points) being 60 points for Experience and 40 points for Capacity.

Description	Score
Experience 60	
Experience: seven or more Original or Certified copies of official orders/award/appointment letters for a similar project in the last five years.	60
Experience: 5 - 6 Original or Certified copies of official orders/award/appointment letters for a similar project in the last five years	40
Experience: 3 – 4 Original or Certified copies of official orders/award/appointment letters for a similar project in the last five years	30
Experience: 2 Original or Certified copies of official orders/award/appointment letters for a similar project in the last five years	20
Experience: 1 Original or Certified copies of official orders/award/appointment letters for a similar project in last five years	10
Capacity 40	
Locality	
Within the District (King Cetshwayo)	40
Within the province (KZN)	20
Other	10
TOTAL	100

- **Second Stage:** Preferential Points System (80/20); 80 for Price and 20 for BBBEE Contribution. Only bidders who pass the first stage with a minimum of 70 points will then be evaluated further in the second stage.

BID ENQUIRIES: Enquiries should be directed to the Manager: SCM, Mr N Zulu on (035) 833 2052 during office hours.



Miss N.P Dlamini
MUNICIPAL MANAGER