

MATATIELE LOCAL MUNICIPALITY PROVINCE OF THE EASTERN CAPE



102 Main Street,
Matatiele
P.O. Box 35,
Matatiele, 4730
Tel: 039 737 3135
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MEHLOLOANENG 491: APPOINTMENT OF A TURNKEY CONTRACTOR FOR CONSTRUCTION OF 491 RURAL HOUSING UNITS IN MATATIELE LOCAL MUNICIPALITY

BID No.: MATAT/2022/2023-177

Matatiele Bidder

.....
Total of the prices inclusive of value added tax: R

***BIDDER'S CLOSURES AT THE OFFICES OF: MATATIELE LOCAL MUNICIPALITY AT 10H00 ON 27 THE
FEBRUARY 2023***

Documents are to be delivered by hand in the tender box as no faxed copies will be acceptable; the box is situated at 'Reception' of MATATIELE Municipality, New Budget and Treasury Offices, Mountain View, MATATIELE.

NO LATE SUBMISSION WILL BE CONSIDERED

Issued and by:
MATATIELE LOCAL MUNICIPALITY
102 MAIN STREET
MATATIELE
4730

Where Nature, Agriculture, Tourism are Investments of Choice.

Electrical Services: 079 522 9770 Prepaid Sales: 079 523 322 Finance Office: 039 737 3565 Disaster and Fire: 039-2560610/079 523 2223
Police(SAPS): 039-7379904/9905 Water: 082 520 1476 Ambulance: 10177 Traffic: 079 522 9774

1. CHECKLIST
2. TENDER NOTICE & INVITATION TO TENDER
3. AUTHORITY TO SIGN A BID
4. GENERAL CONDITIONS OF CONTRACT – GOVERNMENT PROCUREMENT
5. GENERAL CONDITIONS OF TENDER
6. MBD 2 – TAX CLEARANCE CERTIFICATE REQUIREMENTS
7. MBD 4 – DECLARATION OF INTEREST
8. MBD 5 - DECLARATION FOR PROCUREMENT ABOVE R10 MILLION (ALL APPLICABLE TAXES INCLUDED)
9. MBD6.1 – The Bids will be evaluated on the basis of the Preferential Procurement Policy Framework Act is 80/20 or 90/10 in line with the Preferential Procurement Policy Framework Act (PPPFA) of November 2022. (80/20 or 90/10)
10. MBD 8 – DECLARATION OF BIDDER’S PAST SUPPLY CHAIN MANAGEMENT PRACTICES
11. MBD 9 – CERTIFICATE OF INDEPENDENT BID DETERMINATION
12. CERTIFICATE FOR PAYMENT OF MUNICIPAL SERVICES
13. SCHEDULE A – CONFIRMATION OF REGISTRATION OF TENDERER ON NATIONAL TREASURY DATABASE

PART B – SPECIFICATIONS AND PRICING SCHEDULE

14. PRICING SCHEDULE
15. MBD 7.1 CONTRACT FORM - PURCHASE OF GOODS..... –
16. SPECIFICATIONS.....



1. CHECKLIST

**PLEASE ENSURE THAT THE FOLLOWING FORMS HAVE BEEN DULY COMPLETED AND SIGNED
AND
THAT ALL DOCUMENTS AS REQUESTED, ARE ATTACHED TO THE TENDER DOCUMENT:**

MBD 1 Invitation to tender?	Yes		No	
Authority to Sign a Bid Is the form duly completed and is a certified copy of the resolution attached?	Yes		No	
Tax Clearance Certificate Is an ORIGINAL and VALID Tax Clearance Certificate attached?	Yes		No	
MBD 4 (Declaration of Interest) Is the form duly completed and signed?	Yes		No	
MBD 5 - DECLARATION FOR PROCUREMENT ABOVE R10 MILLION (ALL APPLICABLE TAXES INCLUDED)	Yes		No	
MBD 6.1 (Preference Points claim form for purchases/services) Is the form duly completed and signed? Is a CERTIFIED copy of the B-BBEE Certificate or the original B-BBEE Certificate attached?	Yes		No	
MBD 8 (Declaration of Past Supply Chain Practices) Is the form duly completed and signed?	Yes		No	
MBD 9 (Certificate of Independent Bid Determination) Is the form duly completed and signed?	Yes		No	
SCHEDULE A – CONFIRMATION OF REGISTRATION OF TENDERER ON MATATIELE SUPPLIER DATABASE AND NATIONAL TREASURY DATABASE				
SCHEDULE B – TENDERER'S PAST EXPERIENCE				
1 MBD 7.1 (Contract form – Goods)Is the form duly completed and signed?	2 Yes	3	4 No	5

6 SIGNATURE	7	8 NAME	9
10 CAPACITY	11	12 DATE	13
14 NAME OF FIRM	15		



Matatiele Local Municipality **BID NOTICE**

Bidders are hereby invited to submit their tenders for the following priority Turn-Key capital RDP Housing projects:

Bid Number	Project Name	Advert Date	Old Briefing Date	New Briefing date	New Closing Date
MATAT/2022/2023-177	Mehloloaneng – 898 (491)	27 January 2023	07 February 2023	08 February 2023 @ 102 Min Street Matatiele @ 10h00	27 February 2023 @ 10h00
MATAT/2022/2023-178	Maluti – 200	27 January 2023	07 February 2023	08 February 2023 @ 102 Min Street Matatiele @ 10h00	27 February 2023 @ 10h00
MATAT/2022/2023-179	Pote – 40	27 January 2023	07 February 2023	08 February 2023 @ 102 Min Street Matatiele @ 10h00	21 February 2023 @ 10h00
MATAT/2022/2023-180	Tsitsong – 200	27 January 2023	07 February 2023	08 February 2023 @ 102 Min Street Matatiele @ 10h00	27 February 2023 @ 10h00

MANDATORY DOCUMENTS AS LISTED IN THE TENDER TO BE SUBMITTED, FAILURE TO DO SO WILL RESULT IN THE BID BEING DEEMED TO BE NON-RESPONSIVE

Matatiele Local Municipality Supply Chain Management policy will apply. A confirmation from SARS with a verification PIN, Proof of Central Supplier Database (CSD) registration- a full updated report (printed within three months of the tender advert), Completion of MBD 4-9 and its Annexures in full. Prices quoted must be firm and must be inclusive of VAT. Original Certified I.D. Copies of Managing Directors / Owners. Letter from the bank confirming available funds or no less than a Category C. Tender documents will be available on the e-tender portal. Joint Ventures will only be accepted if all necessary requirements as per tender document are met.

Transactions in the excess of R10 million (VAT included). All companies which are required by law is required to prepare annual financial statements for auditing, submit audited annual financial statements for the past three years or since the date of establishment if established during the past three years.

EVALUATION CRITERIA

Only competent bidders who are competent in the advertised work and who have exceeded the minimum functionality threshold will be two phases Phase 1= **Functionality=100 Points** and Phase 2= is 80/20 and 90/10 for Mehloloaneng – (491) in line with the Preferential Procurement Policy Framework Act (PPFA) of November 2022. Only bidders who obtain 80 points as a minimum functionality threshold will be evaluated further on 80/20 and 90/10 for Mehloloaneng.

Tenderers will be awarded points on the following basis:

1. Tender Price	90 points
2. HDI – Equity ownership	3 points
3. Youth-Enterprises 0-45 years (MLM)	3 points
3. Women – Equity ownership	2 point
4. Disability – Equity ownership	1 point
5. Rural Enterprises	1 point
TOTAL	100 points

OBTAINING OF TENDER DOCUMENTS:

Bid Documents will be available at the Municipal Website and BTO Offices for a non – refundable tender fee of R1000 payables in the Municipal bank account (Ned Bank 1011292106 branch code 198765, name of company and bid no as reference) (Failure to attached proof of purchase will lead disqualification) are also available from Municipal website as from 07 February 2023. To obtain tender documents please login to www.matatiele.gov.za or email nngcobo@matatiele.gov.za.

Site briefing is compulsory. Only Technical Managers or Directors of respective companies are to fill in and sign the compulsory attendance register at the site briefing and will not be permitted to sign on behalf of more than one company. The Matatiele Local Municipality reserves the right not to appoint a contractor on highest points scored. Value for money, past experience and functionality will be the key determinants of appointment. All tenders must be deposited in the tender box situated **at the Matatiele Local Municipality, Matatiele, Eastern Cape 4730** reception area not later than 10h00 noon as per provided closing dates, where they will be opened in public. All tenders must be clearly marked “Name of the project indicated above”. *The Municipality will not make any award to a person or persons working for the state, or failing to possess relevant credentials as stipulated in the tender requirements.* **Each Bid must be submitted separately**

All SCM enquiries relating to this bid must be directed to Z.C Matolo, e-mail: zmatolo@matatiele.gov.za during office hours (07h30 – 16h00) weekdays. All Technical enquiries relating to this bid must be directed to Ms T Matela, e-mail: tmatela@matatiele.gov.za during office hours

Mr L.Matiwane
Municipal Manager

3. AUTHORITY TO SIGN

SOLE PROPRIETOR (SINGLE OWNER BUSINESS) AND NATURAL PERSON

1.1. I, _____, the undersigned, hereby confirm that I am the sole owner of the business trading as _____.

OR

1.2. I, _____, the undersigned, hereby confirm that I am submitting this tender in my capacity as natural person.

SIGNATURE:		DATE:	
PRINT NAME:			
WITNESS 1:		WITNESS 2:	

2 COMPANIES AND CLOSE CORPORATIONS

2.5 If a Bidder is a COMPANY, a certified copy of the resolution by the board of directors, duly

signed, authorising the person who signs this bid to do so, as well as to sign any contract resulting from this bid and any other documents and correspondence in connection with this bid and/or contract on behalf of the company **must be submitted with this bid**, that is, before the closing time and date of the bid

2.6 In the case of a CLOSE CORPORATION (CC) submitting a bid, a resolution by its members, authorizing a member or other official of the corporation to sign the documents on their behalf, **shall be included with the bid**.

PARTICULARS OF RESOLUTION BY BOARD OF DIRECTORS OF THE COMPANY/MEMBERS OF THE CC

Date Resolution was taken			
Resolution signed by (name and surname)			
Capacity			
Name and surname of delegated Authorised Signatory			
Capacity			
Specimen Signature			

Full name and surname of ALL Director(s) / Member (s)			
1.		2.	
3.		4.	
5.		6.	
7.		8.	
9.		10.	

Is a CERTIFIED COPY of the resolution attached?	YES	NO
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SIGNED ON BEHALF OF COMPANY / CC:		DATE:	
PRINT NAME:			
WITNESS 1:		WITNESS 2:	

3. PARTNERSHIP

We, the undersigned partners in the business trading as _____ hereby authorize Mr/Ms _____ to sign this bid as well as any contract resulting from the bid and any other documents and correspondence in connection with this bid and /or contract for and on behalf of the abovementioned partnership.

The following particulars in respect of every partner must be furnished and signed by every partner:

Full name of partner		Signature	
SIGNED ON BEHALF OF PARTNERSHIP:		DATE:	
PRINT NAME:			
WITNESS 1:		WITNESS 2:	

8 CONSORTIUM

 We, the undersigned consortium partners, hereby authorize _____
 _____ (Name of entity) to act as lead consortium partner and further authorize Mr./Ms.

To sign this offer as well as any contract resulting from this tender and any other documents and correspondence in connection with this tender and / or contract for and on behalf of the consortium.

The following particulars in respect of each consortium member must be provided and signed by each member:

Full Name of Consortium Member	Role of Consortium Member	% Participation	Signature
SIGNED ON BEHALF OF PARTNERSHIP:		DATE:	
PRINT NAME:			
WITNESS 1:		WITNESS 2:	

MBD 1 – MATATIELE LOCAL MUNICIPALITY

PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF MUNICIPALITY/ MUNICIPAL ENTITY)					
BID NUMBER:	MATAT/2021/2022-177	CLOSING DATE:	27 FEBRUARY 2023	CLOSING TIME:	10H00
DESCRIPTION	MEHLOLOANENG 491: APPOINTMENT OF A TURNKEY CONTRACTOR FOR CONSTRUCTION OF 491 RURAL HOUSING UNITS IN MATATIELE LOCAL MUNICIPALITY				
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).					
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
MATATIELE LOCAL MUNICIPALITY					
MOUNTAIN VIEW OFFICES (BTO)					
MATATIELE					
4730					
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
TAX COMPLIANCE STATUS	TCS PIN:		OR	CSD No:	
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	<input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	<input type="checkbox"/> Yes <input type="checkbox"/> No	
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]					

15.1.1.1	ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]	15.1.1.2	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER PART B:3]
15.1.1.3	TOTAL NUMBER OF ITEMS OFFERED		15.1.1.4	TOTAL BID PRICE	R
15.1.1.5	SIGNATURE OF BIDDER	15.1.1.6	DATE	
15.1.1.7	CAPACITY UNDER WHICH THIS BID IS SIGNED			
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:			TECHNICAL INFORMATION MAY BE DIRECTED TO:		
DEPARTMENT	SCM UNIT	DEPARTMENT	Infrastructure		
CONTACT PERSON	MR. Z. Matolo	CONTACT PERSON	Ms. T Matela		
TELEPHONE NUMBER	039 737 8100	TELEPHONE NUMBER	039 737 8168		
FACSIMILE NUMBER	039 737 3611	FACSIMILE NUMBER	039 737 3611		
E-MAIL ADDRESS	zmatoloi@matatiel.gov.za	E-MAIL ADDRESS	tmatela@matatiele.gov.za		

**PART B
TERMS AND CONDITIONS FOR BIDDING**

1. BID SUBMISSION:	
1.1.	BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2.	ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED) OR ONLINE
1.3.	THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
2. TAX COMPLIANCE REQUIREMENTS	
2.1	BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2	BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3	APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.
2.4	FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3.
2.5	BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.6	IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.7	WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS	
3.1.	IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? <input type="checkbox"/> YES <input type="checkbox"/> NO
3.2.	DOES THE ENTITY HAVE A BRANCH IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO
3.3.	DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO
3.4.	DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO
3.5.	IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? <input type="checkbox"/> YES <input type="checkbox"/> NO
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.	

**NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.
NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE.**

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:

DATE:.....

**2 MBD 2
TAX CLEARANCE REQUIREMENTS**

IT IS A CONDITION OF BIDDING THAT -

1. The taxes of the successful bidder must be in order, or that satisfactory arrangements have been made with the Receiver of Revenue to meet his / her tax obligations.
2. The attached form "Application for Tax Clearance Certificate (in respect of bidders)", must be completed in all respects and submitted to the Receiver of Revenue where the bidder is registered for tax purposes. The Receiver of Revenue will then furnish the bidder with a Tax Clearance Certificate that will be valid for a period of twelve (12) months from date of issue.
3. In bids where Consortia / Joint Ventures / Sub-contractors are involved each party must submit a separate Tax Clearance Certificate. Copies of the Application for Tax Clearance Certificates are available at any Receiver's Office.

**APPLICATION FOR TAX CLEARANCE CERTIFICATE
(IN RESPECT OF BIDDERS)**

1. Name of taxpayer / bidder:

2. Trade name:

3. Identification number:

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

4. Company / Close Corporation registration number:

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

5. Income tax reference number:

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

6. VAT registration number (if applicable):

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

7. PAYE employer's registration number (if applicable):

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Signature of contact person requiring Tax Clearance Certificate:

Name:

Telephone number: Code:..... Number:

Address:
.....
.....

DATE: 20____ / ____ / ____

PLEASE NOTE THAT THE COMMISSIONER FOR THE SOUTH AFRICAN REVENUE SERVICE (SARS) WILL NOT EXERCISE HIS DISCRETIONARY POWERS IN FAVOUR OF ANY PERSON WITH REGARD TO ANY INTEREST, PENALTIES AND / OR ADDITIONAL TAX LEVIABLE DUE TO THE LATE- OR UNDERPAYMENT OF TAXES, DUTIES OR LEVIES OR THE RENDITION RETURNS BY ANY PERSON AS A RESULT OF ANY SYSTEM NOT BEING YEAR 2000 COMPLIANT.

[MBD 2

MBD 4 – MATATIELE LOCAL MUNICIPALITY

DECLARATION OF INTEREST

MBD 4

DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state¹.
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.
- 3 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

3.1 Full Name of bidder or his or her representative:.....

3.2 Identity Number:

3.3 Position occupied in the Company (director, trustee, hareholder²):.....

3.4 Company Registration Number:

3.5 Tax Reference Number:.....

3.6 VAT Registration Number:

3.7 The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.

3.8 Are you presently in the service of the state? **YES / NO**

3.8.1 If yes, furnish particulars.

.....

¹MSCM Regulations: "in the service of the state" means to be –

- (a) a member of –
 - (i) any municipal council;
 - (ii) any provincial legislature; or
 - (iii) the national Assembly or the national Council of provinces;

- (b) a member of the board of directors of any municipal entity;
- (c) an official of any municipality or municipal entity;

- (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
- (e) a member of the accounting authority of any national or provincial public entity; or
- (f) an employee of Parliament or a provincial legislature.

² Shareholder” means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.

3.9 Have you been in the service of the state for the past twelve months? **YES / NO**

3.9.1 If yes, furnish particulars.....

.....

3.10 Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

3.10.1 If yes, furnish particulars.

.....

3.11 Are you, aware of any relationship (family, friend, other) between any other bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

3.11.1 If yes, furnish particulars

.....

2.1.2

3.12 Are any of the company’s directors, trustees, managers, principle shareholders or stakeholders in service of the state? **YES / NO**

3.12.1 If yes, furnish particulars.

.....

3.13 Are any spouse, child or parent of the company’s directors trustees, managers, principle shareholders or stakeholders in service of the state? **YES / NO**

3.13.1 If yes, furnish particulars.

.....

3.14 Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company

have any interest in any other related companies or business whether or not they are bidding for this contract.

YES / NO

3.14.1 If yes, furnish particulars:

.....
.....

16 4. Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	State Employee Number

.....
Signature

.....
Date

.....
Capacity

.....
Name of Bidder

DECLARATION FOR PROCUREMENT ABOVE R10 MILLION (ALL APPLICABLE TAXES INCLUDED)

For all procurement expected to exceed R10 million (all applicable taxes included), bidders must complete the following questionnaire:

1 Are you by law required to prepare annual financial statements for auditing? ***YES / NO**

1.1 If yes, submit audited annual financial statements for the past three years or since the date of establishment if established during the past three years.

.....
.....

2 Do you have any outstanding undisputed commitments for municipal services towards any municipality for more than three months or any other service provider in respect of which payment is overdue for more than 30 days? ***YES / NO**

2.1 If no, this serves to certify that the bidder has no undisputed commitments for municipal services towards any municipality for more than three months or other service provider in respect of which payment is overdue for more than 30 days.

2.2 If yes, provide particulars.

.....
.....
.....
.....

3 Has any contract been awarded to you by an organ of state during the past five years, including particulars of any material non-compliance or dispute concerning the execution of such contract? ***YES / NO**

3.1 If yes, furnish particulars
.....
.....

4. Will any portion of goods or services be sourced from outside the Republic, and, if so, what portion and whether any portion of payment from the municipality / municipal entity is expected to be transferred out of the Republic? ***YES / NO**

4.1 If yes, furnish particulars
.....
.....

CERTIFICATION

I, THE UNDERSIGNED (NAME)

CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS CORRECT.

I ACCEPT THAT THE STATE MAY ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

Date

.....
Position

Name of Bidder

MBD 6.1 – MATATIELE LOCAL MUNICIPALITY

MBD 6.1

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 To be completed by the organ of state

(delete whichever is not applicable for this tender).

- a) The applicable preference point system for this tender is the **90/10** preference point system.
- b) The applicable preference point system for this tender is the **80/20** preference point system.
- c) Either the **90/10 or 80/20 preference point system** will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	
SPECIFIC GOALS	
Total points for Price and SPECIFIC GOALS	100

- 1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.
- 1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

- (a) “**tender**” means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) “**price**” means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) “**rand value**” means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) “**tender for income-generating contracts**” means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) “**the Act**” means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

$$P_s = 80 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right) \quad \text{or} \quad P_s = 90 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right)$$

Where

P_s = Points scored for price of tender under consideration

P_t = Price of tender under consideration

P_{min} = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

A maximum of 80 or 90 points is allocated for price on the following basis:

$$P_s = 80 \left(1 + \frac{P_t - P_{max}}{P_{max}} \right) \text{ or } P_s = 90 \left(1 + \frac{P_t - P_{max}}{P_{max}} \right)$$

Where

P_s = Points scored for price of tender under consideration

P_t = Price of tender under consideration

P_{max} = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—

(a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or

(b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

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

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.

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 (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

- Partnership/Joint Venture / Consortium
- One-person business/sole propriety
- Close corporation
- Public Company
- Personal Liability Company
- (Pty) Limited
- Non-Profit Company
- State Owned Company

[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to

the satisfaction of the organ of state that the claims are correct;

iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –

- (a) disqualify the person from the tendering process;
- (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
- (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
- (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
- (e) forward the matter for criminal prosecution, if deemed necessary.

	SIGNATURE(S) OF TENDERER(S)
SURNAME AND NAME:
DATE:
ADDRESS:

MBD 6.2

DECLARATION CERTIFICATE FOR LOCAL PRODUCTION AND CONTENT FOR DESIGNATED SECTORS

This Municipal Bidding Document (MBD) must form part of all bids invited. It contains general information and serves as a declaration form for local content (local production and local content are used interchangeably).

Before completing this declaration, bidders must study the General Conditions, Definitions, Directives applicable in respect of Local Content as prescribed in the Preferential Procurement Regulations, 2011 and the South African Bureau of Standards (SABS) approved technical specification number SATS 1286:2011 (Edition 1) and the Guidance on the Calculation of Local Content together with the Local Content Declaration Templates [Annex C (Local Content Declaration: Summary Schedule), D (Imported Content Declaration: Supporting Schedule to Annex C) and E (Local Content Declaration: Supporting Schedule to Annex C)].

1. General Conditions

- 1.1. Preferential Procurement Regulations, 2011 (Regulation 9) makes provision for the promotion of local production and content.
- 1.2. Regulation 9.(1) prescribes that in the case of designated sectors, where in the award of bids local production and content is of critical importance, such bids must be advertised with the specific bidding condition that only locally produced goods, services or works or locally manufactured goods, with a stipulated minimum threshold for local production and content will be considered.
- 1.3. Where necessary, for bids referred to in paragraph 1.2 above, a two stage bidding process may be followed, where the first stage involves a minimum threshold for local production and content and the second stage price and B-BBEE.
- 1.4. A person awarded a contract in relation to a designated sector, may not sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.
- 1.5. The local content (LC) expressed as a percentage of the bid price must be calculated in accordance with the SABS approved technical specification number SATS 1286: 2011 as follows:

$$LC = [1 - x / y] * 100$$

Where

x is the imported content in Rand

y is the bid price in Rand excluding value added tax (VAT)

Prices referred to in the determination of x must be converted to Rand (ZAR) by using the exchange rate published by the South African Reserve Bank (SARB) at 12:00 on the date of advertisement of the bid as required in paragraph 4.1 below.

The SABS approved technical specification number SATS 1286:2011 is accessible on [http://www.thedti.gov.za/industrial development/ip.jsp](http://www.thedti.gov.za/industrial%20development/ip.jsp) at no cost.

1.6. A bid may be disqualified if –

- (a) this Declaration Certificate and the Annex C (Local Content Declaration: Summary Schedule) are not submitted as part of the bid documentation; and
- (b) the bidder fails to declare that the Local Content Declaration Templates (Annex C, D and E) have been audited and certified as correct.

2. Definitions

2.1. **“bid”** includes written price quotations, advertised competitive bids or proposals;

2.2. **“bid price”** price offered by the bidder, excluding value added tax (VAT);

2.3. **“contract”** means the agreement that results from the acceptance of a bid by an organ of state;

2.4. **“designated sector”** means a sector, sub-sector or industry that has been designated by the Department of Trade and Industry in line with national development and industrial policies for local production, where only locally produced services, works or goods or locally manufactured goods meet the stipulated minimum threshold for local production and content;

2.5. **“duly sign”** means a Declaration Certificate for Local Content that has been signed by the Chief Financial Officer or other legally responsible person nominated in writing by the Chief Executive, or senior member / person with management responsibility (close corporation, partnership or individual).

2.6. **“imported content”** means that portion of the bid price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or its subcontractors) and which costs are inclusive of the costs abroad (this includes labour and intellectual property costs), plus freight and other direct importation costs, such as landing costs, dock duties, import duty, sales duty or other similar tax or duty at the South African port of entry;

2.7. **“local content”** means that portion of the bid price which is not included in the imported content, provided that local manufacture does take place;

2.8. **“stipulated minimum threshold”** means that portion of local production and content as determined by the Department of Trade and Industry; and

2.9. **“sub-contract”** means the primary contractor’s assigning, leasing, making out work to, or employing another person to support such primary contractor in the execution of part of a project in terms of the contract.

3. The stipulated minimum threshold(s) for local production and content (refer to Annex A of SATS 1286:2011) for this bid is/are as follows:

<u>Description of services, works or goods</u>	<u>Stipulated minimum threshold</u>
--	-------------------------------------

_____ %
 _____ %
 _____ %

4. Does any portion of the services, works or goods offered have any imported content?

(Tick applicable box)

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

4.1 If yes, the rate(s) of exchange to be used in this bid to calculate the local content as prescribed in paragraph 1.5 of the general conditions must be the rate(s) published by the SARB for the specific currency at 12:00 on the date of advertisement of the bid.

The relevant rates of exchange information is accessible on www.reservebank.co.za.

Indicate the rate(s) of exchange against the appropriate currency in the table below (refer to Annex A of SATS 1286:2011):

Currency	Rates of exchange
US Dollar	
Pound Sterling	
Euro	
Yen	
Other	

NB: Bidders must submit proof of the SARB rate (s) of exchange used.

5. Were the Local Content Declaration Templates (Annex C, D and E) audited and certified as correct?

(Tick applicable box)

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

5.1. If yes, provide the following particulars:

- (a) Full name of auditor:
- (b) Practice number:
- (c) Telephone and cell number:
- (d) Email address:

(Documentary proof regarding the declaration will, when required, be submitted to the satisfaction of the Accounting Officer / Accounting Authority)

6. Where, after the award of a bid, challenges are experienced in meeting the stipulated minimum threshold for local content the dti must be informed accordingly in order for the dti to verify and in consultation with the Accounting Officer / Accounting Authority provide directives in this regard.

LOCAL CONTENT DECLARATION
(REFER TO ANNEX B OF SATS 1286:2011)

LOCAL CONTENT DECLARATION BY CHIEF FINANCIAL OFFICER OR OTHER LEGALLY RESPONSIBLE PERSON NOMINATED IN WRITING BY THE CHIEF EXECUTIVE OR SENIOR MEMBER/PERSON WITH MANAGEMENT RESPONSIBILITY (CLOSE CORPORATION, PARTNERSHIP OR INDIVIDUAL)

IN RESPECT OF BID NO.

ISSUED BY: (Procurement Authority / Name of Municipality / Municipal Entity):
.....

NB

1 The obligation to complete, duly sign and submit this declaration cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the bidder.

2 Guidance on the Calculation of Local Content together with Local Content Declaration Templates (Annex C, D and E) is accessible on http://www.thedti.gov.za/industrial_development/ip.jsp. Bidders should first complete Declaration D. After completing Declaration D, bidders should complete Declaration E and then consolidate the information on Declaration C. **Declaration C should be submitted with the bid documentation at the closing date and time of the bid in order to substantiate the declaration made in paragraph (c) below.** Declarations D and E should be kept by the bidders for verification purposes for a period of at least 5 years. The successful bidder is required to continuously update Declarations C, D and E with the actual values for the duration of the contract.

I, the undersigned, (full names),
do hereby declare, in my capacity as
of(name of bidder entity), the following:

(a) The facts contained herein are within my own personal knowledge.

(b) I have satisfied myself that

- (i) the goods/services/works to be delivered in terms of the above-specified bid comply with the minimum local content requirements as specified in the bid, and as measured in terms of SATS 1286:2011; and
- (ii) the declaration templates have been audited and certified to be correct.

(c) The local content percentages (%) indicated below has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E which has been consolidated in Declaration C;

Bid price, excluding VAT (y)

R

Imported content (x), as calculated in terms of SATS 1286:2011	R
Stipulated minimum threshold for local content (paragraph 3 above)	
Local content %, as calculated in terms of SATS 1286:2011	

If the bid is for more than one product, the local content percentages for each product contained in Declaration C shall be used instead of the table above. The local content percentages for each product has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E.

(d) I accept that the Procurement Authority / Municipality /Municipal Entity has the right to request that the local content be verified in terms of the requirements of SATS 1286:2011.

(e) I understand that the awarding of the bid is dependent on the accuracy of the information furnished in this application. I also understand that the submission of incorrect data, or data that are not verifiable as described in SATS 1286:2011, may result in the Procurement Authority / Municipal / Municipal Entity imposing any or all of the remedies as provided for in Regulation 13 of the Preferential Procurement Regulations, 2011 promulgated under the Preferential Policy Framework Act (PPPFA), 2000 (Act No. 5 of 2000).

SIGNATURE: _____

DATE: _____

WITNESS No. 1 _____

DATE: _____

WITNESS No. 2 _____

DATE: _____

Annex C

Local Content Declaration - Summary Schedule

(C1)	Tender No.
(C2)	Tender description:
(C3)	Designated product(s)
(C4)	Tender Authority:
(C5)	Tendering Entity name:
(C6)	Tender Exchange Rate: Pula <input type="text"/> EU <input type="text"/> GBP <input type="text"/>
(C7)	Specified local content %

Note: VAT to be excluded from all calculations

Calculation of local content								Tender summary			
Tender item no's	List of items	Tender price - each (excl VAT)	Exempted imported value	Tender value net of exempted imported content	Imported value	Local value	Local content % (per item)	Tender Qty	Total tender value	Total exempted imported content	Total Imported content
(C8)	(C9)	(C10)	(C11)	(C12)	(C13)	(C14)	(C15)	(C16)	(C17)	(C18)	(C19)

Signature of tenderer from Annex B _____

Date: _____

(C20) Total tender value _____

(C21) Total Exempt imported content _____

(C22) Total Tender value net of exempt imported content _____

(C23) Total Imported content _____

(C24) Total local content _____

(C25) Average local content % of tender _____

Annex D

Imported Content Declaration - Supporting Schedule to Annex C

Tender No.		Note: VAT to be excluded from all calculations	
Tender description:			
Designated Products:			
Tender Authority:			
Tendering Entity name:			
Tender Exchange Rate:	Pula	EU R 9,00	GBP R 12,00

A. Exempted imported content

				Calculation of imported content						Summary	
Tender item no's	Description of imported content	Local supplier	Overseas Supplier	Foreign currency value as per Commercial Invoice	Tender Exchange Rate	Local value of imports	Freight costs to port of entry	All locally incurred landing costs & duties	Total landed cost excl VAT	Tender Qty	Exempted imported value
(D7)	(D8)	(D9)	(D10)	(D11)	(D12)	(D13)	(D14)	(D15)	(D16)	(D17)	(D18)
(D19) Total exempt imported value										R 0	
This total must correspond with Annex C - C 21											

B. Imported directly by the Tenderer

				Calculation of imported content						Summary	
Tender item no's	Description of imported content	Unit of measure	Overseas Supplier	Foreign currency value as per Commercial Invoice	Tender Rate of Exchange	Local value of imports	Freight costs to port of entry	All locally incurred landing costs & duties	Total landed cost excl VAT	Tender Qty	Total imported value
(D20)	(D21)	(D22)	(D23)	(D24)	(D25)	(D26)	(D27)	(D28)	(D29)	(D30)	(D31)
(D32) Total imported value by tenderer										R 0	

C. Imported by a 3rd party and supplied to the Tenderer

				Calculation of imported content						Summary	
Description of imported content	Unit of measure	Local supplier	Overseas Supplier	Foreign currency value as per Commercial Invoice	Tender Rate of Exchange	Local value of imports	Freight costs to port of entry	All locally incurred landing costs & duties	Total landed cost excl VAT	Quantity imported	Total imported value
(D33)	(D34)	(D35)	(D36)	(D37)	(D38)	(D39)	(D40)	(D41)	(D42)	(D43)	(D44)
(D45) Total imported value by 3rd party										R 0	

D. Other foreign currency payments

			Calculation of foreign currency payments		Summary of payments
Type of payment	Local supplier making the payment	Overseas beneficiary	Foreign currency value paid	Tender Rate of Exchange	Local value of payments
(D46)	(D47)	(D48)	(D49)	(D50)	(D51)
(D52) Total of foreign currency payments declared by tenderer and/or 3rd party					

Signature of tenderer from Annex B

Date:

(D53) Total of imported content & foreign currency payments - (D32), (D45) & (D52) above R 0

This total must correspond with Annex C - C 23

Annex E

Local Content Declaration - Supporting Schedule to Annex C

(E1)	Tender No.		Note: VAT to be excluded from all calculations
(E2)	Tender description:		
(E3)	Designated products:		
(E4)	Tender Authority:		
(E5)	Tendering Entity name:		

Local Products (Goods, Services and Works)	Description of items purchased	Local suppliers	Value
	(E6)	(E7)	(E8)
	(E9) Total local products (Goods, Services and Works)		R 0

(E10)	Manpower costs	(Tenderer's manpower cost)	R 0
(E11)	Factory overheads	(Rental, depreciation & amortisation, utility costs, consumables etc.)	R 0
(E12)	Administration overheads and mark-up	(Marketing, insurance, financing, interest etc.)	R 0
	(E13) Total local content		R 0

This total must correspond with Annex C - C24

Signature of tenderer from Annex B

Date:

MBD 7.1 – MATATIELE LOCAL MUNICIPALITY

CONTRACT FORM - PURCHASE OF GOODS/WORKS

THIS FORM MUST BE FILLED IN DUPLICATE BY BOTH THE SUCCESSFUL BIDDER (PART 1) AND THE PURCHASER (PART 2). BOTH FORMS MUST BE SIGNED IN THE ORIGINAL SO THAT THE SUCCESSFUL BIDDER AND THE PURCHASER WOULD BE IN POSSESSION OF ORIGINALLY SIGNED CONTRACTS FOR THEIR RESPECTIVE RECORDS.

PART 1 (TO BE FILLED IN BY THE BIDDER)

1. I hereby undertake to supply all or any of the goods and/or works described in the attached bidding documents to (name of institution).....in accordance with the requirements and specifications stipulated in bid number..... at the price/s quoted. My offer/s remain binding upon me and open for acceptance by the purchaser during the validity period indicated and calculated from the closing time of bid.
2. The following documents shall be deemed to form and be read and construed as part of this agreement:
 - (i) Bidding documents, viz
 - Invitation to bid;
 - Tax clearance certificate;
 - Pricing schedule(s);
 - Technical Specification(s);
 - Preference claims for Broad Based Black Economic Empowerment Status Level of Contribution in terms of the Preferential Procurement Regulations 2011;
 - Declaration of interest;
 - Declaration of bidder's past SCM practices;
 - Certificate of Independent Bid Determination;
 - Special Conditions of Contract;
 - (ii) General Conditions of Contract; and
 - (iii) Other (specify)
3. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the goods and/or works specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.
4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfillment of this contract.
5. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.
6. I confirm that I am duly authorised to sign this contract.

NAME (PRINT)

CAPACITY

SIGNATURE

NAME OF FIRM

DATE

WITNESSES	
1
2.

MBD 8 – MATATIELE LOCAL MUNICIPALITY

DECLARATION OF BIDDER’S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Municipal Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by municipalities in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be rejected if that bidder, or any of its directors have:
 - a. abused the municipality’s supply chain management system or committed any improper conduct in relation to such system;
 - b. been convicted for fraud or corruption during the past five years;
 - c. willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - d. been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).
- 4 **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

Item	Question	Yes	No
4.1	Is the bidder or any of its directors listed on the National Treasury’s database as a company or person prohibited from doing business with the public sector? (Companies or persons who are listed on this database were informed in writing of this restriction by the National Treasury after the <i>audi alteram partem</i> rule was applied).	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.1.1	If so, furnish particulars:		
4.2	Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? (To access this Register enter the National Treasury’s website, www.treasury.gov.za, click on the icon “Register for Tender Defaulters” or submit your written request for a hard copy of the Register to facsimile number (012) 3265445).	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.3.1	If so, furnish particulars:		

Item	Question	Yes	No
4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.7.1	If so, furnish particulars:		

CERTIFICATION

**I, THE UNDERSIGNED (FULL NAME)
CERTIFY THAT THE INFORMATION FURNISHED ON THIS
DECLARATION FORM TRUE AND CORRECT.**

**I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION MAY BE TAKEN AGAINST ME
SHOULD THIS DECLARATION PROVE TO BE FALSE.**

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

MBD 9 – MATATIELE LOCAL MUNICIPALITY

CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Municipal Bidding Document (MBD) must form part of all bids¹ invited.
- 2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).² Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
- 3 Municipal Supply Regulation 38 (1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:
 - a. take all reasonable steps to prevent such abuse;
 - b. reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and
 - c. cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.
- 4 This MBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
- 5 In order to give effect to the above, the attached Certificate of Bid Determination (MBD 9) must be completed and submitted with the bid:

¹ **Includes price quotations, advertised competitive bids, limited bids and proposals.**

² **Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.**

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

(Bid Number and Description)

in response to the invitation for the bid made by:

(Name of Municipality / Municipal Entity)

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of: _____ that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
 - (a) has been requested to submit a bid in response to this bid invitation;
 - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder.
6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium³ will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - (a) prices;
 - (b) geographical area where product or service will be rendered (market allocation)
 - (c) methods, factors or formulas used to calculate prices;
 - (d) the intention or decision to submit or not to submit, a bid;
 - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
 - (f) bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.

9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

³ Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

10. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

**11. SCHEDULE A –
CONFIRMATION OF REGISTRATION OF TENDERER ON NATIONAL TREASURY DATABASE**

TENDERER NAME	NATIONAL TREASURY DATABASE REGISTRATION NUMBER

A tenderer who is not registered on the National Treasury Database (CSD) is not precluded from submitting a tender; however such tenderer must be registered on the database prior to the finalisation of the evaluation of the tender in order for its bid to be considered responsive.

It is the responsibility of a tenderer to ensure that this requirement is complied with. In the case of Joint Ventures and Consortia, this requirement will apply to each party to the Joint Venture or Consortium.

Note:

TENDERER'S SIGNATURE:

12. CERTIFICATE FOR PAYMENT OF MUNICIPAL SERVICES

DECLARATION IN TERMS OF CLAUSE 112(1) OF THE MUNICIPAL FINANCE MANAGEMENT ACT (NO.56 OF 2003) - (To be signed in the presence of a Commissioner of Oaths)

I, _____, _____ (full name and ID no.), hereby acknowledge that according to SCM Regulation 38(1)(d)(i), the Municipality may reject the tender of the tenderer if any municipal rates and taxes or municipal service charges owed by the Tenderer or any of its directors/members/partners to the Matatiele Local Municipality, or to any other municipality or municipal entity, are in arrears for more than 3 (three) months.

I declare that I am duly authorised to act on behalf of _____ (name of the firm) and hereby declare, that to the best of my personal knowledge, neither the firm nor any director/member/partner of said firm is in arrears on any of its municipal accounts with any municipality in the Republic of South Africa, for a period longer than 3 (three) months.

I further hereby certify that the information set out in this schedule and/or attachment(s) hereto is true and correct. The Tenderer acknowledges that failure to properly and truthfully complete this schedule may result in the tender being disqualified, and/or in the event that the tenderer is successful, the cancellation of the contract.

PHYSICAL BUSINESS ADDRESS(ES) OF THE TENDERER	MUNICIPAL ACCOUNT NUMBER

FURTHER DETAILS OF THE BIDDER'S Director / Shareholder / Partners, etc.:

Director / Shareholder / partner	Physical address of the Business	Municipal Account number(s)	Physical residential address of the Director / shareholder / partner	Municipal Account number(s)

**NB: Please attach certified copy(ies) of ID document(s)
If the entity or any of its Directors/Shareholders/Partners, etc. rents/leases premises, a copy of the rental/lease agreement must be submitted with this tender.**

Signature	Position	Date

COMMISSIONER OF OATHS

Signed and sworn to before me at _____, on _____ day of _____ 20__

by the Deponent, who has acknowledged that he/she knows and understands the contents of this Affidavit, it is true and correct to the best of his/her knowledge and that he/she has no objection to taking the prescribed oath, and that the prescribed oath will be binding on his/her conscience.

COMMISSIONER OF OATHS:-

Position: _____
Address: _____

Apply official stamp of authority on this page:



O. Ethics Commitment for Suppliers of the Matatiele Local Municipality

In our dealings with the Matatiele Local Municipality we commit to uphold high standards of ethics. Among other things this means:

- We will be honest and deal in good faith;
- We will not try to improperly influence any municipal official or decision;
- We will avoid all conflicts of interest;
- We will not engage in any form of corruption (e.g. paying bribes, giving kickbacks);
- We will not give gifts to municipal officials or councillors;
- We will not be involved in collusion with other service providers (i.e. price-fixing);
- We will ensure that all information we submit to the municipality is accurate and truthful (e.g. we will not engage in BBBEE fronting).
- We will inform the Municipality of any unethical behaviour which we become aware of in the procurement process, either related to other suppliers or to municipal officials.*
- We will, through all our dealings, contribute to building a positive ethical culture in the Matatiele Local Municipality.

This is our commitment to help build an ethical community.

Name of Company: _____

Name of authorised person: _____

Signature: _____

Date: _____

* If you wish to report unethical conduct you can contact or *If you are aware of any fraud/ corruption within the municipality. These may be reported anonymously, to The Acting Municipal manager: LMatiwane [@matatiele.gov.za](mailto:LMatiwane@matatiele.gov.za)



102 Main Street,
Matatiele
P.O. Box 35,
Matatiele, 4730
Tel: 039 737 3135
Fax: 039 737 3611

TENDER REF: MATAT/2022/2023-177

**MEHLOLOANENG 491: APPOINTMENT OF A TURNKEY
CONTRACTOR FOR CONSTRUCTION OF 491 RURAL HOUSING
UNITS IN MATATIELE LOCAL MUNICIPALITY**

1. PROJECT BACKGROUND

The Matatiele Municipality is engaged to improve and accelerate delivery of RDP houses in the greater Municipal area and to fast track the implementation of these projects. The Municipality will be appointing a suitable Turnkey Contractor in RDP houses with a verifiable track record and experience as well as being in possession of a CIDB grading of no less than a **7GB** to undertake 3 project phases such as

- 1.1 Inception,
- 1.2 Planning & Design
- 1.3 Implementation and Close Out.

Detailed information on the phases of the project are put on the content of this document. The project total scope is **491 units** under Matatiele Local Municipality in the Alfred Nzo District.

2. TENDER NOTICE

Bidders are hereby invited to submit their tenders for the following priority Turn-Key capital RDP Housing projects:

Bid Number	Project Name	Advert Date	Old Briefing Date	New Briefing date	New Closing Date
MATAT/2022/2023-177	Mehloloaneng – 898 (491)	27 January 2023	07 February 2023	08 February 2023 @ 102 Min Street Matatiele @ 10h00	27 February 2023 @10h00
MATAT/2022/2023-178	Maluti – 200	27 January 2023	07 February 2023	08 February 2023 @ 102 Min Street Matatiele @ 10h00	27 February 2023@10h00
MATAT/2022/2023-179	Pote – 40	27 January 2023	07 February 2023	08 February 2023 @ 102 Min Street Matatiele @ 10h00	21 February 2023@10h00
MATAT/2022/2023-180	Tsitsong – 200	27 January 2023	07 February 2023	08 February 2023 @ 102 Min Street Matatiele @ 10h00	27 February 2023@10h00

MANDATORY DOCUMENTS AS LISTED IN THE TENDER TO BE SUBMITTED, FAILURE TO DO SO WILL RESULT IN THE BID BEING DEEMED TO BE NON-RESPONSIVE

Matatiele Local Municipality Supply Chain Management policy will apply. A confirmation from SARS with a verification PIN, Proof of Central Supplier Database (CSD) registration- a full updated report (printed within three months of the tender advert), Completion of MBD 4-9 and its Annexures in full. Prices quoted must be firm and must be exclusive of VAT.

Original Certified I.D. Copies of Managing Directors / Owners. Letter from the bank confirming available funds or no less than a Category C. Tender documents will be available on the e-tender portal. Joint Ventures will only be accepted if all necessary requirements as per tender document are met.

Transactions in the excess of R10 million (VAT included). All companies which are required by law is required to prepare annual financial statements for auditing, submit audited annual financial statements for the past three years or since the date of establishment if established during the past three years.

EVALUATION CRITERIA

Only competent bidders who are competent in the advertised work and who have exceeded the minimum functionality threshold will be two phases Phase 1= Functionality=100 Points and Phase 2= is 80/20 and 90/10 for Mehloloaneng – (491) in line with the Preferential Procurement Policy Framework Act (PPPFA) of November 2022. Only bidders who obtain 80 points as a minimum functionality threshold will be evaluated further on 80/20 and 90/10 for Mehloloaneng.

Tenderers will be awarded points on the following basis:

1. Tender Price	90 points
2. HDI – Equity ownership	3 points
3. Youth-Enterprises 0-45 years (MLM)	3 points
3. Women – Equity ownership	2 point
4. Disability – Equity ownership	1 point
5. Rural Enterprises	1 point
TOTAL	100 points

OBTAINING OF TENDER DOCUMENTS:

Bid Documents will be available at the Municipal Website and BTO Offices for a non – refundable tender fee of R1000 payables in the Municipal bank account (Ned Bank 1011292106 branch code 198765, name of company and bid no as reference) (Failure to attached proof of purchase will lead disqualification) are also available from Municipal website as from 03 February 2023. To obtain tender documents please login to www.matateiele.gov.za or email nngcobo@matatiele.gov.za.

Site briefing is compulsory. Only Technical Managers or Directors of respective companies are to fill in and sign the compulsory attendance register at the site briefing and will not be permitted to sign on behalf of more than one company. The Matatiele Local Municipality reserves the right not to appoint a contractor on highest points scored. Value for money, past experience and functionality will be the key determinants of appointment. All tenders must be deposited in the tender box situated at the Matatiele Local Municipality, Matatiele, Eastern Cape 4730 reception area not later than 10h00 noon as per provided closing dates, where they will be opened in public. All tenders must be clearly marked “Name of the project indicated above”. The Municipality will not make any award to a person or persons working for the state, or failing to possess relevant credentials as stipulated in the tender requirements. Each Bid must be submitted separately.

All SCM enquiries relating to this bid must be directed to Z.C Matolo, e-mail: zmatolo@matatiele.gov.za during office hours (07h30 – 16h00) weekdays. All Technical enquiries relating to this bid must be directed to Ms T Matela, e-mail: tmatela@matatiele.gov.za during office hours

3. COLLECTION OF BID DOCUMENTS

Bid documents will be available from the 7th of February 2023 on the Municipal website (www.matatiele.gov.za) or emailed to registered bidders.

4. SUBMISSION OF BID PROPOSALS

4.1 Bid proposals must be deposited in a Bid Box at the BTO, Mountain View Offices of the Matatiele Municipality, Matatiele, 4730.

4.2 Bid proposals must be submitted in one (1) envelope clearly marked **as follows:**

4.2.1 TENDER REF AS REFERENCED IN THE TABLE ABOVE.

4.3 Faxed, emailed or couriered bid proposals will not be accepted. The Bids will be opened in public.

5. BID VALIDITY

5.1 This bid will be valid for sixty (90) days after the closing date.

6. PROJECT LOCATION

The Project Area is approximately located 47 kilometers (47km) from Matatiele Town.

The village is demarcated under Ward 16 of Matatiele Local Municipality that comprises of a number of rural villages covering a radius of Five to ten kilometers (5-10km) at a glance. There are three accessible roads into the area.

Co-ordinate of center of site:
30°21'21.39"S
28°37'3.73"E

7. PROJECT DESCRIPTION

TABLE 1

NO.	AREA	LOCAL MUNICIPALITY	DISTRICT MUNICIPALITY	No OF WATER TANKS	No. OF VIPs	NO. OF UNITS
1.	MEHLOLOANENG	MATATIELE	ALFRED NZO	491	491	491
	TOTAL					491

8. SCOPE OF WORKS

There will be one (1) contractor to be appointed for this project as detailed in tables below. The work is organized into three (3) distinct phases as follows:

9. PHASE ONE (1) – INCEPTION

This phase involves the assessing of the available information and getting familiar with the scope of work and the project area, identifying risks and constraints and devise plans to mitigate these. No variation orders will be permitted on this project.

9.1.1 A detailed Project Implementation Plan (PiP) and final cash flow for the entire project running concurrently with the required time line will have to be prepared and signed.

- 9.1.2 A detailed cash flow report (i.e. showing costs throughout the project). Budget projected costs will have to be drawn up and made available in respect of project and submitted to HSS (Finance).
- 9.1.3 Although the beneficiary process may be done, there is still a need for physical verification on beneficiary registration/administration against Housing Subsidy System (HSS). If not a beneficiary list will have to be compiled by the Turnkey Contractor.
- 9.1.4 The successful contractor will have to perform the following main tasks during this phase:
- 9.1.4.1 Review all data provided by the Municipality and the identified outstanding information to be included in the project implementation plan and price bill;
- 9.1.4.2 Review the project scope and visit the site to get familiar with all the details of the project and the possible geographical and logistical challenges. Any risks to the project have to be identified and mitigating measures devised; must consider the terrain and have to cost it in the Price Bill and Final Form of Offer. No variation orders will be considered.
- 9.1.4.3 Project planning and the provision of an accurate detailed project implementation plan detailing all activities until project closeout (including risks and mitigation measures);
- 9.1.4.4 Stakeholder engagement through on-going interaction with the Local Municipality and public participation (through Social Facilitation);
- 9.1.4.5 Conduct social facilitation (a process which will run throughout the entire project). Once a month combined social compact and technical meetings to be arranged and held on site; and
- 9.1.4.6 Project Cash Flow will have to be prepared and submitted with the Project Implementation Plan clearly indicating the anticipated start and finish period of each phase.
- 9.1.4.7 A maximum of 60 days only to be allowed for Phase 1 and 2 from date of appointment letter, after which Phase 3 has to be activated. Failure to adhere to this time line could mean immediate termination in terms of the JBCC.
-

9.1.4.8 Obtain letter of exemption in respect of Environmental Impact Assessment from relevant authorities;

9.1.4.9 Compile Occupational Health and Safety Plan.

9.2 PHASE TWO (2) – PLANNING AND DESIGN

This phase involves the continuation of social facilitation, beneficiary registration/administration, obtaining of letter of exemption in respect of Environmental Impact Assessment (EIA), compilation of Occupational Health & Safety Plan, reviewal of the available geo-technical investigation report (if available), Foundation Design, house plans, submission of details of competent person and builder to National Home Builders Registration Council (NHBRC) as well as NHBRC enrolment (if not yet done).

9.2.1 The successful contractor will have to perform the following main tasks during this phase:

9.2.1.1 Continuation of the social facilitation;

9.2.1.2 Review existing Geotechnical Investigation to comply with GFHS2 including Groundwater Protocol Investigation; GPS and Map the entire development area. Accurate co-ordinates of each house to be listed and presented with the map to be submitted to the NHBRC.

9.2.1.3 Submit house designs to rural needs and ensure that they comply with Municipality's minimum requirements and standards;

9.2.1.4 Obtain community, Municipality, NHBRC and Local Authority approval of the designs;

9.2.1.5 Review existing foundation designs based on Geo-technical Conditions for NHBRC and Municipality's approval;

9.2.1.6 Prepare change of competent person and home builder enrolment documents and submit to Project Manager for NHBRC home enrolment;

9.2.1.7 Preparation of monthly progress reports detailing progress, challenges and mitigating measures; and

9.2.1.8 Any other activity, not listed above, required to render the project ready to commence construction. Site Establish etc. (Maximum 60 days).

9.2.1.9 All costing to attend to above needs to be factored in by the successful contractor. No additional funds will be made available.

9.3 PHASE THREE (3) – IMPLEMENTATION

1.3.1 Construction of housing units

1.3.2 Tenant Management

1.3.3 Close out

1.3.4 Project management

The project team **MUST** comprise of the following professional disciplines

Town Planning Professional (South African Council of Planners (SACPLAN)

Professional Land Surveyor South African Geomatics Council (SAGC)

Environmental Specialist (SACNASP)

Professional Civil Engineer – Engineering Council of South Africa (ECSA)

Professional Structural Engineer- Engineering Council of South Africa (ECSA)

Quantity Surveyor- South African Council for the Quantity Surveying (SACQSP)

Geotechnical Engineer South African Institute of Civil Engineers (SAICE)

Contractor- National Home Builders' Registration Council (NHBRC)

NB: Registered Professional with relevant professional affiliation/bodies with valid registration certificates

10. PROJECT LOCATION

The Project Area is approximately located 47 kilometres (47km) from Matatiele Town.

The village is demarcated under Ward 16 of Matatiele Local Municipality that comprises of a number of rural villages covering a radius of Five to ten kilometers (5-10km) at a glance. There are three accessible roads into the area.

This phase entails the construction of the partial services (VIP and Water tanks with stand) and top structure, further social facilitation, Contracts administration and inspection (including Principal Agents/Engineer duties), Construction Monitoring Level 2 (as per Government Gazette No. 38324,

Vol. 594), Occupational Health & Safety and Environmental Management exclusive of the applicable monitoring agents and Close Out.

10.1.1 The contractor will be responsible for the following during this stage:

10.1.1.1 Continuation with the social facilitation process;

10.1.1.2 Construction of the required infrastructure, including Ventilated Improved Pits (VIP's) toilet and water tank on stand;

10.1.1.3 Construction of forty square meter (**40m²**) top structures;

10.1.1.4 Monthly progress reporting;

10.1.1.5 Conduct fortnightly technical site meetings;

10.1.1.6 Contracts administration, inspection and certification of works (including Engineer duties), Construction Monitoring Level 2 (as per Government Gazette No. 38324, Vol. 594), Occupational Health & Safety, Environmental Management duties;

10.1.1.7 Further engagement with NHBRC to obtain Final Unit Reports (FURs) for all completed units;

10.1.1.8 Obtaining completion certificates (“Happy Letters”) for all completed units;

10.1.1.9 Handover of houses; and services; and Provide necessary reports on project completion for project close-out and commissioning.

10.1.1.10 Close out report.

11. MINIMUM SPECIFICATIONS

11.1 GENERAL

11.1.1 All works to be carried out in compliance with the department of Housing Generic Specifications (GFSH 1 to 11) and the Technical Guidelines as contained in the Housing Code and NHBRC Home Builders Manual and SANS 10400;

- 11.1.2 All Department of Labour and Expanded Public Works Program (EPWP) requirements should be met;
- 11.1.3 All works to be done in compliance with the current Occupational Health & Safety Regulations;
- 11.1.4 All works must also be done in compliance with all Environmental Regulations;
- 11.1.5 All relevant Local Authority requirements to be adhered to and relevant permission obtained;
and

11.2 INFRASTRUCTURE

In addition to the above, the minimum requirements for infrastructure will be in accordance with the following:

- 11.2.1 Guidelines for Human Settlements Planning and Design Vol. 1 & 2 (“Redbook”);
- 11.2.2 NHBRC Technical Requirements, SANS 10400 and
- 11.2.3 Municipality of Housing Generic Specification, GFSH 08;

11.3VIP TOILETS:

- 11.3.1 Must be designed to withstand all weather conditions;
 - 11.3.2 Top structure floor area must be a minimum of 1m²; and a minimum internal height of 1.8m;
 - 11.3.3 Walls must be prefabricated concrete walls that can be disassembled and reassembled with ease (panel sizes must allow assembly without mechanical assistance);
 - 11.3.4 Top structure must be anchored to the floor;
 - 11.3.5 Doors must be fully galvanized lockable and spring-loaded door;
 - 11.3.6 Roof must be concrete slab;
 - 11.3.7 Floors must be concrete;
-

11.3.8 100mm black ventilation pipe fixed to the back of the toilet top structure, extending minimum 200mm above the roof (to ventilate the pit);

11.3.9 Pan with toilet seat;

11.3.10 Pit to have a minimum volume of 2.2m³ and to be lined; and

11.3.11 Pit to be sealed if dictated by the Groundwater Protocol investigation.

11.4 WATER TANKS:

11.4.1 Must be a minimum size of 2500 liters (SABS approved);

11.4.2 Tanks to be seated on a plinth of minimum height of 0.5m;

11.4.3 Tank stand must be designed to support the full tank as well as withstand all weather conditions;

11.4.4 Gutters and downpipes provided to drain the entire roof into the tank and gutters must be fixed to the wall up to the water tank and must be designed to withstand all weather conditions while the tank is empty or full; and

11.4.5 The designs must be provided in both hard and soft copy.

11.5 TOP STRUCTURE

In addition to the specification already mentioned, the following are additional minimum requirements:

11.5.1 2011 revised National Building regulations; South African National Standards (SANS) 10400 XA Energy Usage in Buildings and therefore all work must comply with SANS 10400;

5.5.2 All external doors must be SABS approved hardwood such as meranti frame ledged button doors or similar approved doors

- 5.5.3 All door locks must be SABS approved with a minimum of five-year guarantee
- 5.5.4 SABS approved roof trusses to be used and Roof Covering to be approved chromadek colour impregnated sheets of no less than 0.5mm;
- 5.5.5 Smaller size windows and special low E clear and E opaque safety glass for all window types as prescribed;
- 5.5.6 Concrete aprons to be provide on all 4 sides with a minimum width of 1000mm including storm water management precautionary measures (as per NHBRC project enrolment requirement);
- 5.5.7 Fascia's and barge boards to be provided;
- 5.5.8 House to be plastered and painted both internally and externally;
- 5.5.9 Installation of a ceiling with the prescribed air gap for the entire dwelling.
- 5.5.10 Installation of a distribution board including plugs and lights to all living areas of the house. Eskom or the local authority to supply and install a pre-paid meter.

12. PROJECT DELIVERABLES

12.1 GENERAL

The scope of works detailed in Section 4 clearly describes the extent of what is expected from the contractor. Project deliverables can, however, be summarized as follows:

- 12.1.1 Completing all inception, planning and design activities as normally required in the applicable standard scope of works, to render the project ready for construction; and
 - 12.1.2 Completing the actual construction of engineering services and top structures as described in the scope of works, including providing FURs, Signed Inspection Certificates, "Happy Letters" and claims for milestone achieved.
 - 12.1.3 The overall completion period of the contract cannot exceed 24 months.
-

13. PROPOSAL FORMAT

Bidders must submit (one) 1 sealed envelope of their proposal to fulfill the project deliverables described above:

13.1 **PROPOSAL ENVELOPE** is to contain a copy of document as well as **Financial and Technical Proposal which includes the complete BOQ / Pricing Bill and Final Form of Offer and additional required information as per tender document.**

14. FINANCIAL SCHEDULE OF RATES

The Average Construction Rate is firm and fixed, including total fees and expenses (**VAT zero rated**), in order to complete the project.

TABLE 2: SCHEDULE OF RATES

HOUSE TYPOLOGIES	SIZE	NO. OF UNITS
1. Normal House	40 m ²	491

Bidders must ensure that they fill this document **with black ink (hand written)**, Failure to completely fill this document will result in your bid not to be considered.

The Financial schedule provided shall specify and state a firm and fixed price, including total fees and expenses (VAT zero rated), in order to complete the project. Payment, within 30 days, will only be made upon the completion and certification by the competent person of each milestone. Payment milestones are as follows: -

TABLE 3

NO.	ITEM	UNIT	QTY	RATE	AMOUNT
A	INCEPTION (40 m² House)				
1	Determine the availability of data, drawings, and plans relating to the project and review all data provided by the Municipality and Municipality and the identified outstanding information to be included in the project implementation plan	NO.			

	(PiP). Communication and budget alignment with HSS.				
2	Beneficiary Registration and / or verification. GPS / Mapping of sites. Draw up and submit site and locality plan.	NO.			
3	Engagement with NHBRC. Inspect the site and advise on necessary surveys, analyses, tests and site or other investigations where such information will be required and review the project scope and visit the site to get familiar with all the details of the project and the possible geographical and logistical challenges. Any risks to the project must be identified and mitigating measures devised for next phase (planning and design).	NO.			
4	Compile Occupational Health and Safety Plan. Engagement with the Municipality of Environmental Affairs. (Exemption / EMPR Assessment to be drawn up)	NO.			
5	Register Project with Municipality of Labour: Alfred Nzo District. Site Establishment.	NO.			
6	Attend all project related meetings, Stakeholder engagement through on-going interaction with the Municipality, Local & District Municipality, and public participation (through Social Facilitation) Conduct social facilitation (this process will run throughout the entire project);	NO.			
SUB TOTAL				R	R
NO.	ITEM	UNIT	QTY	RATE	AMOUNT
B	PLANNING AND DESIGN (40 m² House)				

1	a. <u>NHBRC Enrollment of Project</u> and Competent Person (Consulting Engineer). Conduct Geotechnical investigation (including ground water protocol): report as per (GSFH2 compliance & SANS 634) to suit rural nature of the project	NO.			
2	b. <u>NHBRC Enrollment of Project</u> . Prepare the following 40 m ² and 45 m ² house design to comply with NHBRC and Municipality's minimum requirements including Norms & Standards; - - Foundation, Top Structure, Water Harvesting and VIP. (To be accepted and signed off: Municipality and NHBRC)	NO.			
3	c. <u>NHBRC Enrollment of Project</u> . Issue construction documentation in accordance with the documentation schedule including in the case of structural engineering, reinforcing bending schedules and detailing and specification of structural steel sections and connections for preparation of change of home builder and competent person and submit to Project Manager for NHBRC project enrolment.	NO.			
4	Preparation of monthly progress and technical reports detailing progress, challenges, and mitigating measures; health and safety and environmental issues to be recorded. Ongoing to conclusion of project.	NO.			
SUB TOTAL				R	R
NO.	ITEM	UNIT	QTY	RATE	AMOUNT
C	IMPLEMENTATION (40 m² House)				

1	Foundation/ Slab – Normal – R,S,C,H	NO.	1		Rate only
2	Foundation/ Slab- Modified – H2	NO.			
3	Foundation/ slab – Stiffened – H3	NO.	1		Rate only
4	Wall plate	NO.			
5	Roof	NO.			
6	Completion	NO.			
7	Electricity: Internal reticulation.	NO.			
8	Water tank with stand	NO.			
9	VIP toilet	NO.			
10	Obtaining of FUR's from NHBRC, Happy letters and completion certificates.	NO.			
11	Construction Monitoring Level 2 & Certification of milestones (Consulting Engineer / CP).				
12	Conduct Close Out of Completed Project: Hand over to Municipality.				
SUBTOTAL				R	R
TOTAL = SUM OF SUB TOTALS (A+B+C)				R	R

TABLE 4

2	PLANNING & DESIGN INCEPTION (45 m² House for Disabled) RATE ONLY				
2.1	Project and Home enrolment with NHBRC	NO.	1		
2.2	House Design	NO.	1		
2.3	Foundation Design	NO.	1		
2.4	Water tank and Stand Design	NO.	1		
2.5	VIP toilet and Design	NO.	1		

SUB TOTAL				R	R
3	IMPLEMENTATION (45 m² House for Disabled) RATE ONLY				
3.1	Foundation/ Slab – Normal – R, S, C, H	NO.	1		Rate only
3.2	Foundation/ Slab-Modified – H2	NO.	1		
3.3	Foundation/ slab – Stiffened – H3	NO.	1		Rate only
3.4	Wall plate	NO.	1		
3.5	Roof	NO.	1		
3.6	Completion	NO.	1		
3.7	Electricity tubing	NO.	1		
3.8	VIP toilet	NO.	1		
3.9	Close out Report	NO.	1		
SUBTOTAL				R	R
TOTAL = SUM OF SUB TOTALS				R	R

NB: “Where no Geo-technical investigation report or foundation designs are currently available, a site classification of H2 must be used for preliminary foundation design/ pricing purposes”

15. PAYMENT MILESTONES

Payment will only be made upon value created on site, approved and certified by competent person or Municipality for the completion of milestones (payment milestones) as follows:

TABLE 5

ITEM	MILESTONE	UNIT	NEW UNITS	Total
1	Inception	NO		
2	Planning & Designs	NO		
3.	Foundation	NO.		

4	Wall plate	NO.		
5	Roof	NO.		
6	Finishes	NO.		
7	Rainwater Goods	NO.		
8	VIP toilet	NO		
9	Completion / Hand over	NO.		

15.1.1 Risk assessment scorecard

15.1.1.1 The risk assessment score card will focus on the following risk factors.

RISK ASSESSMENT SCORECARD				
Risk level	Risk description	Item pricing in BOQ	Performance on previous project	Quality
4 – Severe	Risk that will have a severe impact on achieving desired results to the extent that one or more of its critical outcome objectives will not be achieved	Overall Turn-Key project items carried out with below satisfactory ability.	Project completed/not completed within 90 or more days past the stipulated time frames. Project extension due to uncontrollable and controllable determinants. Resource (Financial, Plant and human) poorly utilised.	Project completed/not completed with outstanding compliance issues
3 - Major	Risk that will have a significant impact on achieving desired results, to the extent that one or more stated outcome objectives will fall	Overall Turn-Key project items carried out with below satisfactory ability.	Project completed after 90 days past the stipulated time frames. Project extension due to uncontrollable and controllable determinants. Resource (Financial, Plant and	Project completed with partially resolved compliance issues

	below acceptable levels.		human) not effectively utilised	
2 - Moderate	Risk that will have a Moderate impact on achieving desired results, to the extent that one or more stated outcomes objectives will fall below goals but above minimum acceptable levels	Overall turn-key project items carried out with reasonable ability, however necessary for improvement. Remains fairly risky to carry-out all objectives satisfactorily.	Project completed within 90 days past the stipulated time frames. Project extension due to uncontrollable determinants. Resource (Financial, Plant and human) effectively utilised.	Project completed with resolved minor compliance issues
1 – Minor	Risk has little or no impact on achieving outcome objectives	Overall turn-key project items carried out satisfactorily.	Project completed within the stipulated time frames. Resource (Financial, Plant and human) effectively utilised.	Project completed with no outstanding compliance issues
0 – No risk	Risk has no impact on achieving outcome objectives	All turn-key project items carried out satisfactorily. Highly recommended.	Project completed within the stipulated time frames. Resource (Financial, Plant and human) effectively utilised.	Project completed with no outstanding compliance issues

16. PREVIOUS EXPERIENCE IN SIMILAR PROJECTS (to be submitted on a company profile)

This refers to a list of previously completed projects of similar works in number of housing units / services, within the past (15) years. A certified copy of completion confirmation or a testimonial from the client on a letterhead and contact details to support the list must be attached.

Submitted:
Not Submitted:

COMPANY REGISTERED OFFICE

Eastern Cape based contractor: (Tick)

Matatiele Municipality:

Alfred Nzo District,

OR Tambo, Chris Hani, Sarah Baartman, Nelson Mandela,
Joe Gqabi, Amathole and Buffalo City and other.

Any other provinces.

This shall mean proof of physical address of office, Municipal Account for Rates not older than three months or any other valid proof from the local authority must be attached for assessment.

ADDITIONAL INFORMATION RELEVANT TO SIMILAR PREVIOUS PROJECTS

A. CONSTRUCTION AWARDS

Turn-key contractor to submit proof of any construction awards won.
(i.e. Govan Mbeki, Master Builders etc.) YES/NO

B. DECLARE WHETHER THE COMPANY OR TURN-KEY SERVICE PROVIDER / TENDERER HAS PREVIOUSLY / CURRENTLY:

(i) Been declared insolvent. YES/NO

(ii) Been placed under administration. YES/NO

(iii) Been rehabilitated. YES/NO

Signature: _____

Witness:

Date: _____

Signature: _____

Date: _____

C. DECLARE WHETHER THE COMPANY OR TURN-KEY SERVICE PROVIDER TENDERING HAS EVER HAD:

(i) A Government contract terminated due to non-compliance? YES/NO

(ii) Currently busy with a government contract has exceeded the agreed project completion date by more than 60 days?

YES/NO

(iii) Had to cede a government project?

YES/NO

Signature: _____

Witness:

Date: _____

Signature: _____

Date: _____

SCHEDULE OF PREVIOUS EXPERIENCE

Provide the following information on relevant previous experience (indicate specifically projects of similar or larger size and / or which his similar with regard to type of work).

Description	Value (R)	Year(s) work executed	References of Employer / Municipality		
			Name	Organisation	Contact No.

I / We certify this information to be true and correct:

Name of Tenderer: _____

Signature: _____

Full Name of Signatory: _____

- Attach confirmation / reference letters by Municipality / Municipality.

16.1 The Municipality reserves the right not to appoint the highest points scorer if the tenderer has already been awarded another similar RDP housing project from the Municipality of Human Settlements (DOHS) or Municipality and has **not** achieved **90% completion of the awarded project** (signed performance reports to be provided and verified by DOHS or Municipal officials), indicate / list on attached schedule if tenderer is currently engaged in other RDP contracts.

16.2 Where the highest point scorer declines the appointment, the second highest point scorer will be considered, and if the second highest scorer declines the appointment the third highest point scorer will be considered and if the third highest points scorer declines the bid will be cancelled and re-advertised.

16.3 The Municipality will **not** negotiate a price higher than that quoted by the bidder.

16.4 The rate of **R175 000.00 per unit** will be utilized as the minimum market related price. No variation orders for additional funding will be permissible and the successful tenderer needs to factor in all adverse geotechnical, locality such as double handling etc. in the price offer.

NB: A sectional completion plan must be provided as a proposal by the contractor, agreed upon and approved by the Municipality. A written approval of the sectional completion plan must form part of the contract. All claims will only be paid as per certified value created on site.

17. EVALUATION CRITERIA

PHASE 1 FUNCTIONALITY

NO	CRITERION AND RISK ASSESSMENT BY MUNICIPALITY: FUNCTIONALITY EVALUATION	POINTS (ASSESSOR TO TICK)
1.	PREVIOUS EXPERIENCE IN SIMILAR RDP TURN-KEY PROJECTS TO BE SUBMITTED BY CONTRACTOR	30

1.1	Completed Minimum of Three Turn-Key projects with 500 or more housing units.	10
1.2	Completed Minimum of Three Turn-Key projects with between 300 and 500 housing units.	8
1.3	Completed Minimum of Two RDP projects between 150 and 300 housing units.	2
1.4	No completed project	0
	Risk level: (For official purposes only)	
	4 – Severe	
	3 – Major	
	2 – Moderate	
	1 – Minor	
	0 – No risk	
2.	EXPERIENCE OF COMPANY IN RDP TURN-KEY SITE MANAGEMENT	20
2.1	Site Management experience of 15 years or more	10
2.2	Site Management experience of 10-14 years	7
2.3	Site Management experience of 2-9 years	3
3.	EQUIPMENT RELEVANT FOR THE ASSIGNMENT	15
3.1	Access to all of the following: 1. TLB; 2. Tipper Truck or Drop-side truck; 3. Compactor / Roller; Bakkie; and 5. Batch Plant or Concrete Mixer or commitment letter from a relevant / <u>applicable supplier or Lease agreement or certified copies of registration papers.</u> (To be submitted)	10
3.2	No access to any of the above indicated equipment.	0

4.	Contractor’s understanding of the execution of a successful Turn-Key RDP Project Methodology. Submit clear step by step Illustration / Flow Chart As Per (Phase:1, 2 & 3)	35
4.1	Accurate: 100% Reasonable: 50% Inaccurate: 0%	13 5 0
4.2	Submit a detailed and clear example of a Top Structure construction “Tick Sheet” normally issued to a Site Manager (controls).	12
4.3	Team Members: Human Resources: In respect of executing a successful Turn-key contract as required. (Organogram to be submitted). Accurate: 100% Reasonable: 50% Inaccurate: 0%	3 2 0
TOTAL		100

80/20 preference point system for acquisition of goods or services with Rand value equal to or below R50 million.

4.(1) The following formula will be used to calculate the points out of 80 for price in respect of an invitation for a tender with a Rand value equal to or below R50 million, exclusive of all applicable taxes:

Ps 80 1 min Where- Ps = Points scored for price of tender under consideration; Pt = Price of tender under consideration; and Pmin = Price of lowest acceptable tender. (2) A maximum of 20 points may be awarded to a tenderer for the specific goal specified for the tender as stipulated on the notice to tender and tender document. (3) The points scored for the specific goal will be added to the points scored for price and the total will be rounded off to the nearest two decimal places. (4) Subject to section 2(1)(f) of the Act, the contract must be awarded to the tenderer scoring the highest points.

1. Tender Price	80 points
2. HDI – Equity ownership	6 points
3. Youth-Enterprises 0-45 years (MLM)	6 points
3. Women – Equity ownership	4 point
4. Disability – Equity ownership	2 point
5. Rural Enterprises	2 points

90/10 preference point system for acquisition of goods or services with Rand value above R50 million.

(1) The following formula must be used to calculate the points out 90 for price in respect of an invitation for tender with a Rand value above R50 million, exclusive of all applicable taxes: Where-
 P_s = Points scored for price of tender under consideration; P_t = Price of tender under consideration; and P_{min} = Price of lowest acceptable tender. (2) A maximum of 10 points may be awarded to a tenderer for the specific goal specified for the tender. (3) The points scored for the specific goal will be added to the points scored for price and the total must be rounded off to the nearest two decimal places. (4) Subject to section 2(1)(f) of the Act, the contract must be awarded to the tenderer scoring the highest points.

Tenderers will be awarded points on the following basis:

1. Tender Price	90 points
2. HDI – Equity ownership	3 points
3. Youth-Enterprises 0-45 years (MLM)	3 points
3. Women – Equity ownership	2 point
4. Disability – Equity ownership	1 point
5. Rural Enterprises	1 point
TOTAL	100 points

17.1 It is acknowledged that the contents of proposals submitted in response to this bid are confidential and shall not be released to parties other than the Municipality. Final selection and

summary of evaluations will become part of the public record as distributed to the Municipal stakeholders. Only the name and address of the successful bidder will be released to the unsuccessful respondents after awarding is finalized.

17.2 The Municipality reserves the right to award more than one (multiple) contract/s to a Turnkey Contractor if it deems it to be in the best interest of the contracts and Municipality to achieve the objectives of efficient project delivery and value for money undisputed functionality, previous track record (to minimize risk to the Municipality as well as DOHS) and objectives of Local Economic Support.

17.3 The Local Municipality reserves the right to not appoint the highest scoring tenderer in consideration with objectives stipulated in item 9.8.

18. EVALUATION FOR LOCAL PRODUCTION AND CONTENT FOR DESIGNATED SECTORS.

18.1 On local content designated items, only locally produced goods or services with a stipulated minimum threshold for local production and content of 100% will be considered.

18.2 The relevant designated sector: Steel and Plastic Products and Components. The minimum threshold for local production and content: 100%: - Reinforcing Bars (100%) Door and Window Frames (100%) Roof Trusses (100%) Joining Connection Components (100%) Damp Proof Course (100%), Damp Proof Membrane (100%) Ceiling (100%) Gutters (100%) and Water Tank (100%)

18.3 Exchange rate to be used for the calculation of local content (local content and local production are used interchangeably) must be the exchange rate published by the SARB at 12:00 on the date, one week (7 calendar days) prior to the closing date of the bid.

18.4 Failure to indicate minimum percentage (%) or not meeting minimum percentage for local content will automatically invalidate the bid for further consideration.

18.5 If the raw material or input to be used for a specific item is not available locally, bidders should obtain written authorization from the DTI should there be a need to import such raw material or input and a copy of this authorization letter must be submitted together with the bid document at the closing date and time.

18.6 Bidders must complete MBD 6.2 with Annexure C and it must be submitted with the bid at the closing date and time. Failure to submit will invalidate the bid.

- 18.7 The main contractor may not sub contract work to an extent that the local content and production is compromised. The conditions and rules applying to the main bidder on local production and content also apply to the sub-contractor(s).
- 18.8 For further information, bidders may contact the Steel products and components unit within DTI at 012 394 5157
- 18.9 Bids which have not scored the required minimum percentage of 100% for Local Production and content will be disqualified unless the bidder obtains exemption form DTI at this stage. Only qualifying bids will proceed to the evaluation on Price/B-BBEE status level of contribution.

19. OBJECTIVE CRITERIA

- 19.1 The municipality reserves the right not to appoint the highest scoring bidder, in a case where the bidder has quoted below the minimum market related price of **R175 000.00 per unit**. The market related price includes all extra ordinary development site conditions i.e. double handling, difficult terrain, scatterdness of sites, creation of access roads and all geo technical site conditions.
- 19.2 Risk analysis:
- 19.2.1 The Municipality has the right to conduct a risk analysis on shortlisted bidders including contractors site visit and conduction of loco inspection.
- 19.2.2 The risk assessment implies a systematic identification and judgement of potential risks levels to create a foundation decision making.
- 19.2.3 The risk analysis will be conducted on **previous completed projects**. Bidders must submit official letters / certificates of 100% satisfactory completion on official letterheads by representatives from either the Department of Human Settlements, Housing Agencies or the Municipality in support of “list completion”.
- 19.2.4 Where bidders **fail** to supply performance report or a bidder has not undertaken a Turn-Key RDP project within the requested period, the tender will be deemed to be non-responsive. Previous track record is an important criteria in assessing functionality and risk mitigation.
- 19.2.5 Where client references are found to be unreachable or uncooperative to submitting performance reports (letters of completion of previous, similar Turn-key RDP projects), the Municipality will not allocate any points for non-submission.
-

19.2.6 Where performance reports (letters of completion) are found to be fraudulent or there's misrepresentation of information, the Municipality will eliminate the bidder from further evaluation or tendering, and risk being black listed.

20. LEGALITIES OF CONTRACT AND TENDER RULES

20.1 GENERAL CONDITIONS OF CONTRACT–

20.1.1 The JBCC shall apply

20.2 SPECIAL CONDITIONS OF BID

20.2.1 Appointed turn-key contractors who implement the Municipalities' projects within the jurisdiction of the municipality, should procure goods within that local municipality and district provided these goods are compliant with minimum SABS standards or as laid down by the NHBRC and Engineers prerequisites. Where it is proven beyond reasonable doubt that these goods and material could not be found, the service provider must inform the client before proceeding outside the district jurisdiction.

20.2.2 Where possible the appointed contractor should source the following locally found commodities that are used in the construction of a house in accordance with the Municipality of Human Settlements' norms and standards of housing designs and specification: -

20.3 SPECIFIC CONDITIONS OF CONTRACT

20.3.1 The Contractor will have to sign a valid contract agreement with the Municipality immediately upon approval of the award.

20.3.2 The successful tenderer shall subcontract a minimum of 15% of the contract value to designated legally qualifying groups i.e. small businesses of HDIs. The tenderer would assume 100% liability for all performances by the appointed sub-contractor.

20.3.3 The Contractor will be liable for any recollection of missing data, as a result of poor completion of questionnaire by the appointed entity;

- 20.3.4 Copyright of the reports to be delivered by the bidder to the Municipality will vest upon the Municipality on acceptance of the final reports.
- 20.3.5 The contractor must have access to internet as basis of communication (email).
- 20.3.6 The contractor will furnish the Municipality with an invoice upon Completion of each milestone (along with other required supporting documentation) and relevant certification by the competent person and Municipal building inspector, and to be settled by the Municipality within the 30 calendar day period as determined by the MFMA Sec 65 (e)
- 20.3.7 Contractor will be required to attend an initial meeting organized by the Municipality to introduce the relevant project stakeholders.
- 20.3.8 A 90 day guarantee of workmanship after FUR at 10% of the amount of value created will be retained by the Municipality until final structural compliance inspection, after which this balance of amount will be released.

21. DOCUMENTS TO BE SUBMITTED by a JOINT VENTURE / CONSORTIUM

- 21.1 The following documents **MUST** be submitted with the proposal and failure to submit will lead to elimination. In case of a Joint Venture/Consortium all parties are expected to submit individual documentation:
- 21.1.1 Signed Joint Venture/Consortium Agreement (where applicable) in terms of the Companies Act of 2013, and Limited Liabilities Act of 2008, together with all applicable individual documentation as per listed items under item: , and certificates and track record and past experience as a Joint Venture in Turn-Key RDP Housing Developments. The Municipality has the responsibility in mitigating it's exposure, and individuals as members / directors of the Joint Venture as well as the JV Company will be held legally liable in the event of Non-Performance in terms of the JBCC.
- 21.1.2 Valid joint bank account details indicating signing powers, etc.
- 21.1.3 Valid National Home Builders Registration Council (NHBRC) Certificate;
- 21.1.4 Valid joint CIDB certificate of minimum category of 7GB.
-

21.1.5 Certificate of joint legal performance as well as financial responsibilities by all directors of the Joint Venture.

22. DURATION OF THE PROJECT

22.1 The duration of the project (Inception, Planning & Design and Implementation) is expected to be a maximum period of 12 months from the signing of the Funding Agreement. The signed Project Implementation Plan which will follow these strict time lines will be jointly agreed upon between the employer and service provider and certified by a Commissioner of Oaths. Failure to comply could mean immediate termination and a claim for damages against the contractor in terms of the JBCC.

TABLE 9

Item no.	Description	Duration (months)
1	Inception	
2	Planning and Design	
3	Implementation / Close Out	
Total		

23. COLLECTION OF BID DOCUMENTS

Bid documents will be available from the 6th of February 2023 on the Municipal website (www.matatiele.gov.za) or emailed to registered bidders.

24. SUBMISSION OF BID PROPOSALS

24.1 Bid proposals must be deposited in a Bid Box at the BTO, Mountain View Offices of the Matatiele Municipality, Matatiele, 4730.

24.2 Bid proposals must be submitted in one (1) envelope clearly marked **as follows:**

24.2.1 ----- EMERGENCY RURAL HOUSING PROJECT – APPOINTMENT OF A TUN-KEY CONTRACTOR FOR MANAGEMENT AND CONSTRUCTION OF _____ UNITS IN MATATIELE LOCAL MUNICIPALITY

24.3 Faxed or emailed bid proposals will not be accepted. The Bid Proposal envelope may be opened in public on the closing day.

25. BID VALIDITY

25.1 This bid will be valid for sixty (90) days after the closing date.

26. FINAL SUMMARY AND FORM OF OFFER

FINAL SUMMARY & FORM OF OFFER (All exclusive)			
CONTRACT NUMBER RURAL HOUSING PROJECT – APPOINTMENT OF A TURN-KEY CONTRACTOR FOR CONSTRUCTION OF _____ UNITS IN MATATIELE MUNICIPALITY (40m²)			
NO.	ITEM	RATE (per unit)	TOTAL
A	INCEPTION		
B	PLANNING & DESIGN		
C	IMPLEMENTATION		
TOTAL = A+B+C			
TOTAL ABOVE IN WORDS			

SIGNED BY/ON BEHALF OF THE BIDDER

NAME

SIGNATURE

DATE

COMPANY STAMP

**EMERGENCY RURAL HOUSING PROJECT – APPOINTMENT OF A CONTRACTOR
FOR CONSTRUCTION OF 491 UNITS IN MATATIELE MUNICIPALITY**
