

**MATATIELE LOCAL MUNICIPALITY
REQUEST FOR QUOTATIONS**

ADVERTISED ON:	MUNICIPAL NOTICE BOARD, MUNICIPAL WEBSITE.		
TENDER DESCRIPTION	NOTICE NO.		
PRINTING AND MAILING OF STATEMENTS	2023/2024-222		
PUBLISHED DATE:	22/05/2024	CLOSING DATE:	29/05/2024
CLOSING TIME:	10h00: Tenders will be opened immediately thereafter, in public at Matatiele Local Municipality Mountain View BTO Offices R56		
AVAILABILITY OF TENDER DOCUMENTS			
Bid Documents will be available on Municipal Website as from 24 May 2024			
TENDER SUBMISSION RULES:			
<ul style="list-style-type: none"> • Tenders must be completed in accordance with the tender conditions and tender rules contained in the tender document. • The tender document and compulsory attachments/supporting documents must be placed in a sealed envelope and externally endorsed with: Tender Number; Description and Closing Date of the Tender. • Tender documents must only be submitted on the tender document issued by Matatiele Local Municipality Tender documents must be completed in blank ink only. 			
MANDATORY DOCUMENTS- FAILURE TO SUBMIT ANYONE OF THEM WILL INVALIDATE YOUR TENDER OFFER.			
<ul style="list-style-type: none"> • A confirmation from SARS with a verification PIN • Proof of Central Supplier Database (CSD) registration- a full report printed • Complete all MBD 1-9 Forms and its Annexures in full as attached in tender document • Ethics Commitment Form • Authority to sign Form Prices quoted must be firm and must be inclusive of VAT • <u>Original Certified I.D. Copies of Managing Directors / Owners</u> • Joint Ventures Agreement signed by all parties involved. 			
<ul style="list-style-type: none"> • Tenders will be evaluated in terms of Matatiele Local Municipality Supply Chain Management • Policy Preferential Procurement Policy Framework Act No.5 of 2000 • Section 217 of the Constitution Act No 108 of 1996 			

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



EVALUATION CRITERIA

The Bids will be evaluated based on the Preferential Procurement Policy Framework Act is 80/20 in line with the Preferential Procurement Policy Framework Act (PPPFA) of November 2022

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=80 Points** and Phase 2= is 80/20 in line with the Preferential Procurement Policy Framework Act (PPPFA) as amended 16 January 2023. Only bidders who obtain 80 points as a minimum functionality threshold will be evaluated further on 80/20.

Points for functionality will be scored according to the table below: Detailed sub-criteria are contained in the quotation document and are binding:

Functionality Criteria	Points
Previous Company Experience	70
Accreditation or Expertise	15
Methodology	15
Total	100

80/20 Evaluation Criteria

Preferential Goals	80/20	Documents required for verification
Maximum Points	20	
Goal 1- Ownership (Historically Disadvantaged Individuals-HDI)	6	ID Copy of the owner/director and CSD
Goal 2- Youth Ownership 14-35 Years (MLM Enterprises)	6	CSD, ● Proof of municipal accounts or ●Proof of residence signed by ward councillor or ●Affidavit
Goal 3- Women Ownership	4	ID Copy of the owner/director and CSD
Goal 4-Disability Ownership	2	ID Copy of the owner/director and CSD
Goal 5-Rural Enterprises	2	CSD, ● Proof of municipal accounts or ●Proof of residence signed by ward councillor or ●Affidavit
Tender Price	80	
TOTAL	100 POINTS	

TENDER ENQUIRIES

All SCM enquiries relating to this bid must be directed to Ms M. Sabasaba, e-mail: MSabasaba@matatiele.gov.za during office hours (07h30 – 16h00) weekdays. All Technical enquiries relating to this bid must be directed to Ms N Majova, e-mail: NMajova@matatiele.gov.za during office hours

TENDER DISCLAIMER

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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. *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.*

Bidders are warned not to accept any person who request any amount for award for this bid, it is a scam and fraud, that person must be reported to the nearest police station.

Mr L.Matiwane
Municipal Manager

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