

**ALFRED DUMA LOCAL MUNICIPALITY
BID INVITATION
DEPARTMENT PUBLIC SAFETY AND EMERGENCY SERVICES**

Bids are hereby invited from suitably qualified and experienced organisations/consortia in terms of Section 83 of the Municipal Systems Act, Act 32 of 2000 (as amended) and Sections 110 and 112 of the Municipal Finance Management Act, Act 56 of 2003 for the following:

**CONTRACT NO PS 01/2020: APPOINTMENT OF A PANEL OF SERVICE
PROVIDERS TO SUPPLY AND DELIVER OF PRINTING
DOCUMENTS FOR A PERIOD OF THREE (3) YEARS**

BID DOCUMENTS ARE NOW AVAILABLE ON THE NATIONAL TREASURY E-TENDER PORTAL, www.etenders.gov.za

BID NOTICE

Acceptable bids will be evaluated by using a system that awards points on the basis of 80/20 preferential point system of which 80 is for price and 20 is for BBBEE points.

Bid documents are obtainable from **Friday 26 June 2020.**

PRE-QUALIFICATION SCORE CARD :

No	Description Items	Maximum Potential Score	Points Claimed		Page Ref. No.
1	Bidder has successfully supplied documents of this nature amounting to R 20 000 and above. 5 points per order. Attach Orders and Reference letters as proof.	30			
2	Attach Bank Statement / Bank Letter of Intent R20 000- 29 000 = 10 Points R30 000- 39 000= 15 Points R40 000- R50 000 = 20 Points	20			
	TOTAL SCORED	50			

1. **BRIEFING SESSION:** Tuesday 14 July 2020 at Legal Boardroom the Department Of Corporate Services Ladysmith.
2. **CLOSING AND OPENING DATE, TIME AND VENUE:** Thursday 06 August 2020 in Room 206 – Lister Clarence Building, 221 Murchison Street, Ladysmith

BID SUBMISSION

Sealed bids with the contract number and description of the bid endorsed on the envelope, with the bidders' details clearly indicated, must be deposited into the bid box located on the first floor of the Lister Clearance Building outside Room 106, 221 Murchison Street, Ladysmith on or before the closing date

and time. Bids received after the said closing date and time and not clearly marked as prescribed, will not be considered. **Facsimile and emailed bids will not be accepted.**

The successful Bidder will be required to enter into a Service Level Agreement with Alfred Duma Local Municipality.

PLEASE NOTE:

BIDDERS ARE REQUIRED TO PROVIDE PROOF FOR EACH OF THE FOLLOWING, NAMELY COMPANY REGISTRATION, QUALIFICATIONS DOCUMENTS, AND REFERENCE LETTERS FOR PREVIOUSLY COMPLETED PROJECTS. FAILURE TO DO SO WILL RENDER THE BID INVALID.

FAILURE TO COMPLETE THE PRE – QUALIFICATION SCORE CARD WILL DISQUALIFY YOUR PROPOSAL AND BIDDERS NEED TO SCORE A MINIMUM OF 60 POINTS OUT OF 100 (i.e. 60%) TO BE ELIGIBLE.

Alfred Duma Local Municipality is not bound to accept the lowest bid and it reserves the right to accept whole or part of any bid or not to consider any bid not suitably endorsed or to reject any or the entire bid without stating the reasons thereof.

The following documents are mandatory:

1. Municipal Rates ,Service charges and Water Statements where the company is located.
2. Original or Certified copy of Tax Clearance Certificate for each company.
3. Original BBBEE Certificate/JV BBBEE Certificate if the company is a joint venture / Certified copies of BBBEE Certificate or Original Sworn Affidavits or Copies of Sworn Affidavits.
4. Joint Venture Agreement if the company has entered into a joint venture and specifying the name of the signatory in the JV.
5. Recent CSD Report
6. CIDB Certificate (for Building and Structures)

NB: Please note that the Municipality will only consider a service provider who is registered on the Central Suppliers Database (CSD)

The successful Bidder will be required to enter into a Service Level Agreement with Alfred Duma Local Municipality.

SPECIAL REQUIREMENTS

1. **BIDDERS ARE REQUIRED TO PROVIDE PROOF FOR EACH OF THE ABOVE NAMELY COMPANY REGISTRATION, QUALIFICATIONS DOCUMENTS, AND REFERENCE LETTERS FOR PREVIOUSLY COMPLETED PROJECTS. FAILURE TO DO SO WILL RENDER THE BID INVALID.**
2. **FAILURE TO COMPLETE THE PRE – QUALIFICATION SCORE CARD WILL DISQUALIFY YOUR PROPOSAL AND BIDDERS NEED TO SCORE A MINIMUM OF 60 POINTS OUT OF 100 (i.e. 60%) TO BE ELIGIBLE.**
3. **NB: PROVIDE PROOF FOR ALL OF THE ABOVE**

BID ENQUIRIES

Bid enquiries can be obtained from **Mr M SEWPARSAD/Mr T J Hlatshwayo** at the office of the Manager: Traffic and Licensing, at telephone number **(036) 631 1777** or email msewparsad@alfredduma.gov.za or Fire Section bjstrydom@alfredduma.gov.za or Traffic section tjhlathwayo@alfredduma.gov.za

NOTICE NO. 25/2020

DATED: 22/06/2020

**SS NGIBA
MUNICIPAL MANAGER**