



MTHONJANENI MUNICIPALITY

INVITATION TO BID

Bids are hereby invited for the following:

BID NUMBER	PROJECT NAME	COMPULSORY BRIEFING MEETING	CONTACT PERSON	TENDER CLOSING DATE
M24-2020/21	Lease of Photocopy Machines for the period of 36 Months	None	Mr STG Mthimkhulu 035-4502082, Ext. 247	Thursday, 19 November 2020 @ 12h00
M25-2020/21	Appointment of Service Provider of Municipal Assets Insurance for a period of 36 Months	Tuesday, 27 October 2020 @ 11:00 in Municipal Town Hall – 21 Reinhold Street, Melmoth	Mr NMP Nhleko 035-4502082, Ext. 303	Thursday, 19 November 2020 @ 12h00
M26-2020/21	Proposals for PANEL OF CIVIL ENGINEERING CONSULTANTS for registration and implementation of MIG Projects for financial years 2021/22, 2022/23 and 2023/24	None	Mrs SF Mchunu 035-4502082, Ext. 301	Thursday, 19 November 2020 @ 12h00

Tender documents with terms of reference will be available from Thursday, 22 October 2020 from the SCM Office at 21 Reinhold Street, Melmoth. A non-refundable tender fee of R 476.00 must be paid prior collection of the document.

Supporting documents and condition for the above Bid: * Proof of registration with central suppliers database (CSD) * Valid tax clearance certificate and SARS tax compliant status pin, BBBEE certificate or original affidavit (**not compulsory**), company registration documents, certified directors ID copies and company profile with previous work experience which includes references. Mthonjaneni Local Municipality Supply Chain Management Policy will apply.

Bids will be evaluated and Adjudicated according to the following criteria: **Preferential Procurement Policy Framework Act, 2000 (Act no 5 of 2000)**, 80/20 preference point system shall be applicable during the evaluation and adjudication of Bids. Two stage bidding process will be applicable.

- First stage: Functionality, 100% (minimum thresh hold of 70%).
- Second stage: Preferential points system (80/20), 80 for price and 20 for BBBEE contribution.

PLEASE NOTE THAT ONLY BIDDERS WHO PASS THE FIRST STAGE WITH THE MINIMUM THRESHOLD OF 70% WILL THEN QUALIFY TO MOVE TO THE SECOND STAGE.

Tender documents that are late, incomplete, unsigned, or e-mailed and faxed will not be accepted or considered. Tenders shall remain valid for 90 days from the closing date. All prices should be inclusive of VAT. Each tender shall be placed in **SEALED ENVELOPES**, **ENDORSED WITH THE TENDER NUMBER AND PROJECT NAME** and be placed in the tender box at the municipal offices 21 Reinhold Street Melmoth next to Melmoth Library not later than 19 November 2020 at 12H00 (Closing date), at which time tenders will be opened in public.

Enquiries relating to the Bid Documents must be directed to the SCM Manager: Mr. BD Mlondo on Tel: 035-4502082; email: scmmanager@mthonjaneni.org.za

Mthonjaneni Municipality does not bind itself to accept the lowest or any bid and reserves the right to accept any bid in whole or part.

PP Sibiya
Municipal Manager