



PROJECT DESCRIPTION

Mnquma Local Municipality hereby invites suitable, qualified and experienced service providers to provide the hereunder service to the municipality.

Bid Number	Project Name	Closing Date and Time	Preferential point System
SCM/MLM/68/20-21	Supply And Delivery Of Office Furniture.	Date: 26 May 2021 Time: 12H00	80/20

Evaluation criteria: The evaluation of the bids will be conducted in three (03) stages namely:

Stage 1: Stage 1: "Administrative compliance"

Bidders that do not meet the **Administrative compliance** (Compliance with mandatory and other bid requirements) will not be eligible for further evaluation and will be deemed as non-responsive.

Stage 2: Evaluation in terms of the minimum stipulated threshold for local production content

- Only local produced goods, services or works or local manufactured good with 85% minimum threshold for local production content of office furniture will be considered.
- The exchange rate to be used for calculation of local production and content must be the exchange rate published South African Reserve Bank (SARB) 12H00 on the date of the advertisement of the bid; and
- Only the South African Bureau of Standards (SABS) approved technical specification number SATS 1286:2011 must be used to calculate local content.

Only bids achieve the minimum stipulated threshold for local production and content will be evaluated further to the next stage.

Stage 3: Evaluation in terms of 80/20 preference point system

The evaluation will be performed on 80/20 principles as provided in Preference Procurement Policy Framework Act (PPPFA).

- Price=80 points, B-BBEE=20 points. Bidders are required to submit an original or certified copy of B-BBEE certificate to claim preferential points.

Technical queries: Mrs. Z Mhlaluka (Manager Assets, Fleet and Logistics) at 047 050 1236/079 548 4273: email: zmbewu@mnquma.gov.za and SCM queries: NP Mnini (Manager SCM) at 047 050 1150/082 457 9945 email: nmnini@mnquma.gov.za

REQUIRED DOCUMENTS:

Potential bidders are urged to submit the following attachments when submitting their proposals, failure to do so will lead to disqualification.

- Full CSD Report (Not older than one (01) Month)
- Signed Joint Venture (JV) agreement
- Fully completed and signed Tender Forms i.e Form of offer, all returnable MBSs (MBD 1-9) (Part of the document). Return all returnable documents to the employer after completing them in their entirety by writing legibly in non-erasable ink.
- Declaration Certificate for Local Production and Content (MBD 6.2) together with the Annexure C (Local Content Declaration: Summary Schedule) must be completed, duly signed and submitted by the bidder at the closing date and time of the bid; and
- The rates of exchange quoted by the bidder in paragraph 4.1 of the Declaration Certificate will be verified for accuracy.

OBTAINING OF TENDER DOCUMENTS:

Tender documents for the project can be obtained at Mngquma Local Municipality website: www.mngquma.gov.za and on e-Tender.

TENDER SUBMISSION AND OPENING

Tenders/Proposals must be submitted by hand to a Bid Box at Mngquma local municipality, Corner King and Mthatha Street, Butterworth. 4960

Tenders should be sealed, endorsed on the envelope with:

BID NO.: SCM/MLM/68/20-21

PROJECT NAME: SUPPLY AND DELIVERY OF OFFICE FURNITURE.

CONDITIONS OF ACCEPTANCE:

- The municipality is under no obligation to accept any proposal/tender and reserves the right to accept the whole or any part of the proposal/tender. No proposal/tenders will be considered from persons in the service of the state.
- The bidder or any of its directors/shareholders must not be listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector;
- The bidder has not abused the Employer's Supply Chain Management System; or failed to perform on any previous contract and has been given a written notice to this effect.
- No late, incomplete, unsigned, faxed, couriered, and emailed tenders will be accepted.
- The tender offer submitted shall remain valid, irrevocable and open for written acceptance by the Mngquma Local Municipality for a period of 90 days from the closing date.
- The award of the tender may be subjected to price negotiation with the preferred tenderers
- The municipality reserves the right to extend the tender period by notice in the press and on the municipality's official website www.mngquma.gov.za

NB: Preferred bidders will be required to furnish the municipality:

- Proof of company registration/ CK number and certified ID copies (not older than 03 months) for directors/members
- Tax compliance status PIN and Tax clearance certificate
- Certificate issued by the municipality or any other municipality to which he may be indebted to the effect that he and, in the event of the bidder being a company, also any of its directors, is not indebted to the municipality or to any other municipality or municipal entity for rates, taxes and/or municipal service charges which are in arrear for a period of more than **three (03) months** and that no dispute exists between such bidder and municipality or municipal entity concerned in respect of any such arrear amounts. Bidders who reside within the Mngquma Local Municipality (MLM) jurisdiction will be verified with MLM Revenue Section.

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S Mahlasela
Municipal Manager