



BID NO: COM78/2024

CLOSING DATE: 30 OCTOBER 2024

UPDATE AND MAINTENANCE OF LIBRARY MATERIAL'S ASSET REGISTER FOR A PERIOD OF THREE (3) YEARS FOR THE CITY OF MBOMBELA

Bids are hereby invited from experienced service providers for compilation of library material's asset register for a period of three (3) financial years (24/25; 25/26 & 26/27) for the City of Mbombela.

It is compulsory that service providers download a copy of the bid document that will ONLY be available as from 27 September 2024 from e-Tender Portal: www.etenders.gov.za and the City's website: www.mbombela.gov.za, free of charge.

Duly completed bid documents and supporting documents which are, CERTIFIED ID COPIES OF BUSINESS OWNERS, COPY OF TAX COMPLIANCE STATUS, CERTIFIED COPY OF B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE TO CLAIM B-BBEE POINTS, MUNICIPAL RATES AND TAXES CLEARANCE FOR BOTH THE COMPANY AND ITS DIRECTORS FROM RELEVANT LOCAL AUTHORITY OR PROOF OF RESIDENCE FROM A TRIBAL AUTHORITY OR LEASE AGREEMENT ACCOMPANIED WITH THE LESSOR'S MUNICIPAL RATES AND TAXES

CERTIFICATE, CSD REGISTRATION FULL REPORT (Summary Report will not be considered) and a copy of the COMPANY REGISTRATION CERTIFICATE, together with the bid document must be sealed in an envelope clearly marked: "BID NO: COM78/2024: UPDATE AND MAINTENANCE OF LIBRARY MATERIAL'S ASSET REGISTER FOR A PERIOD OF THREE (3) YEARS FOR THE CITY OF MBOMBELA, CLOSING DATE: 30 OCTOBER 2024" with the name of the bidder shall be placed in the bid box at MBOMBELA CIVIC CENTRE at 1 NEL STREET, MBOMBELA, before 11:00 on the closing date

Bids received by telegram, fax or e-mail will not be considered. Late bids shall not be accepted or considered.

No compulsory briefing session. Technical enquiries may be directed to the Project Manager on the below contact details.

Bidders are advised not to commit fraudulent activities or forge documents. All abusers of the SCM system, including forging or faking of returnable documents, may be reported to SAPS and restricted from doing business with any Public Institutions for a period NOT exceeding 10 years which is in line with section 28 and 29 of the Prevention and Combating of Corrupt Activities Act 12 of 2004.

A preferential point system shall apply whereby this contract will be allocated to a bidder in accordance with the Preferential Procurement Policy Framework Act, no. 5 of 2000 and as defined in the conditions of bid in the bid document, read in conjunction with the Preferential Procurement Regulations of 2022, where 80 points will be allocated in respect of price and 20 points in respect of B-BBEE status level of contribution.

Procurement Enquiries :	Christopher Nkambule (013) 759 2358
Technical Enquiries :	Tumelo Mokoena (013) 759 9024
Email address :	Tumelo.Mokoena@mbombela.gov.za
Employer :	City Manager, Mr Wiseman Khumalo
	City of Mbombela
	PO BOX 45; MBOMBELA; 1200

VISIT OUR WEBSITE: www.mbombela.gov.za

NB: The results of this bid will be published on council website as prescribed on the MFMA sec 75 (1) (g) and SCM regulations, sec. 23 (c).