

# KOUKAMMA LOCAL MUNICIPALITY



## TENDER NOTICE AND INVITATION TO TENDER FOR THE FOLLOWING PROJECTS:

| Project Name                                                                                                                                                      | Minimum Requirements                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
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| T04/2025-<br>PROVISION OF<br>INTEREST FOR<br>ENGINEERING<br>PROFESSIONAL<br>CONSULTANTS<br>TO SERVE IN THE<br>MUNICIPAL<br>DATABASE FOR<br>A PERIOD OF 3<br>YEARS | <p><b>1. Experience in Projects (Design &amp; Monitoring of Projects, and the Value refers to Consulting fees not the value of projects monitored &amp; designed)</b></p> <p><b>1.1 Civil Engineering</b> - A minimum of 3 Building or Recreational Facilities related projects completed in the past 5 years with a value of R2 million and above.</p> <p>-A minimum of 3 projects in Roads and Stormwater, or Water and Wastewater Treatment Works completed in the past 5 years with a value of R2 million and above.</p> <p><b>1.2 Mechanical Engineering</b> -A minimum of 3 Projects in Pump Stations/ Boreholes completed in the past 5 years with a project value of R2 million and above.</p> <p><b>1.3 Electrical Engineering</b> - A minimum of 3 Bulk Electrical Reticulation or House Connections Projects completed in the past 5 years with a project value of R2 million and above.</p> <p><b>2. Key Personnel</b></p> <p><b>2.1 1 x Professional Engineer/ Technologist: Civil</b>-Must have NQF Level 7 qualification in Civil Engineering, a minimum of 10 years' relevant experience, (must have done at least 1 project for each of: roads &amp; stormwater, water &amp; wastewater treatment works, recreational facilities, building) plus registration with ECSA Pr Eng, Pr Tech Eng, or Pr CPM.</p> <p><b>2.2 1 x Professional Engineer/ Technologist: Mechanical</b>-Must have NQF Level 7 qualification in Mechanical Engineering, a minimum of 10 years' relevant experience (must have done at least 1 project for each of: pump stations, boreholes) plus registration with ECSA Pr Eng, Pr Tech Eng or Pr CPM.</p> <p><b>2.2 1x Professional Engineer/ Technologists: Electrical</b> - Must have NQF Level 7 qualification in Electrical Engineering, a minimum of 10 years' relevant experience (must have done at least 1 project for each of: Bulk electrical reticulation or House connections) plus registration with ECSA Pr Eng, Pr Tech Eng or Pr CPM.</p> <p><b>3. Technical &amp; Support Staff</b> – there must be 2 x Technicians, 1 x Draughts person/ CAD operators, 1 x Site Supervisor, 1 x Administrative Staff, 1 x Architectural Technologist, 1 x Quantity Survey, 1 x Environmentalist, 1 x Engineering Geologist, 1 x Process Engineer.</p> |
| T05/2025 –<br>PROVISION OF<br>RECRUITMENT<br>BACKGROUND<br>SCREENING<br>SERVICES FOR A<br>PERIOD OF 3<br>YEARS                                                    | <p><b>1. Company Operational Experience</b> -A company must have operational experience of at least 4 years.</p> <p><b>2. Experience in Projects</b>-A minimum of 3 Projects in the background screening and security vetting environment or similar services.</p> <p><b>3. Key Personnel</b> -Contract Manager must have a relevant NQF Level 6 qualification plus 5 years' relevant experience.</p> <p><b>4. Methodology</b></p> <p>- The bidder must attach a sound approach and methodology for dealing with recruitment vetting and background screening</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |

**NB:** Bidders must submit all supporting documentation necessary to meet specific minimum requirements as stipulated in detail in the bidding document and only bidders who meet the specific minimum requirements will be considered responsive and be evaluated further based on Price and Municipal Specific Goals.

The physical address for collection of tender documents is: The Koukamma Local Municipality, 05 Keet Street, Kareedouw, 6400, upon presentation of a receipt proving prior payment of a non-refundable fee of **R 350** (inclusive of VAT), having been made (Cash or bank guaranteed cheque and EFT). **Tender documents will be available from 09H00 on Wednesday, the 28th of May 2025.** Contact person regarding collection of these documents is Ms Zintle Mdingi, Tel No: 042 288 7257, email: zintle.mdingi@koukamma.gov.za.

Tenders shall be placed in a sealed envelope, endorsed with the correct **Project Name, and Bid Number** for the project, and be placed in the Tender Box at the Municipal Offices, **05 Keet Street, Kareedouw, 6400**, not later than **12h00 on Friday, the 27th of June 2025**, at which time the tenders will be opened in public. Tenders are to be submitted on the tender documentation provided by the Municipality. Telegraphic, telexed, faxed, or emailed tenders will not be considered. Tenders that are not submitted in properly sealed and marked envelopes and/or deposited in the tender box as prescribed in this notice on the date and time indicated will **NOT** be opened or considered.

**NB:** A compulsory clarification meeting with the representatives of the Employer will take place on Friday the 30th of May 2025 at 10h00am for T04/2025, and then at 11h00am for Tender 05/2025, in the Municipal Library situated at 05 Keet Street, Kareedouw, 6400. Attendance and completion of the attendance register is compulsory for all tenderers; Tenderers must appear on the attendance register to be considered as being present. Note that Tenderers who are more than 15 minutes late for the meeting will not be allowed to attend the meeting and will not be allowed to sign the attendance register.

**Bids will be evaluated and adjudicated according to the following criteria:**

- Specific Minimum Requirements: Tender offers will only be considered responsive if the specific minimum requirements are achieved.
- 80/20 preference points system will apply in terms of the Preferential Procurement Regulations of 2022 , 80 for price and 20 in terms of the Municipality's specific goals as clearly outlined in the tender document and in our SCM policy that can be found at [www.koukammamunicipality.gov.za](http://www.koukammamunicipality.gov.za). Bidders must attach a recently downloaded full CSD report, and directors' ID copies of the entity to secure points on Specific Goals.
- The guidelines for locally produced or manufactured goods with a stipulated minimum threshold where applicable will be applied.
- Bidders are required to attach their Tax Clearance Certificate, Statement of Signatory, valid Workmen's Compensation Registration Certificate, CIDB registration Certificate, Municipal Billing Clearance Certificate or Valid Lease Agreement, 3 months downloaded CSD Report, JV agreement & other compliance documents of the JV partner, Company Registration Certificate, Financial Statements, the bidder is required to comply with all the tender requirements and the Tender Document must be completed in full and signed where required.
- In case of Joint Venture, all parties in the Joint Venture are required to submit both of their compliance documents listed above.
- NB: No tenders will be considered from persons in the service of the state.**
- The Municipality reserves the right to accept a tender in full, partially, or not at all and is not obliged to accept the lowest tender received, And the Municipality reserves the right to scale down on the scope of work for the contract value to fit into the available budget for the 2024/25 financial year.
- A tender will remain valid for a period of 90 days from the closing date for the submission of tenders.

All **technical enquiries** must be directed only via email to Ms Nosipho Bota at [nosipho.bota@koukamma.gov.za](mailto:nosipho.bota@koukamma.gov.za) for **T04/2025** and Mrs Nadia Human Stokwe at [nadia.human@koukamma.gov.za](mailto:nadia.human@koukamma.gov.za) for **T05/2025**.

Mr Mlamli Zenzile  
Acting Municipal Manager