

BID NOTICE



Bids are hereby invited for the following project as listed in the table below:

PROJECT NAME	BID NUMBER	Preferential Procurement Framework Act (PPPFA) Points will be awarded as follows	Bid document fee	Closing date
Provision of customer accounts printing and distribution services for a period of 3 years.	ALM-SCM/01/2024-25	80/20	R350.00	Friday, 18 October 2024.
Supply, delivery and installation of Office furniture for Amahlathi Local Municipality.	ALM-SCM/10/2024-25	80/20	R350.00	Friday, 11 October 2024

The minimum specifications are detailed in the bid document.

Bid documents can be collected from Wednesday, 25 September 2024, at No.12 MaClean Street after furnishing the officials at the supply chain management department with a proof of payment of the non-refundable bid fee. The non-refundable bid fee should be deposited to:

Account Name: Amahlathi Municipality

Bank: First National Bank

Account Number: 53813535227

Reference: Bid No.

Bidders who are unable to collect the document must email the proof of payment to: zntengu@amahlathi.gov.za and the document will be emailed.

Enquiries should be addressed to project Manager: Mr. B. Mashiyi at bmashiyi@amahlathi.gov.za for Provision of Accounts Printing and Mrs. N. Singiswa at nsingiswa@amahlathi.gov.za for Office Furniture. SCM queries should be addressed to: Mr.S. Kambi (SCM Manager) at skambi@amahlathi.gov.za .

Bidders must note that they will be evaluated in two stages:

Stage 1: - Administrative Compliance as detailed in the specification in the bid document (Bidders that do not meet the Administrative Compliance will not be eligible for further evaluation and will be deemed as non-responsive).

Stage 2: -Bids will be evaluated on price and ALM Specific Goals.

Bidders who fail to meet ALL the requirements of Stage 1 will not be considered further for Stage 2 of the evaluation.

Completed bid documents are to be placed in a sealed envelope endorsed: **"PROJECT NAME & BID NUMBER – AMAHLATHI LOCAL MUNICIPALITY"** and be deposited in the Bid Box, at SCM Offices Amahlathi Municipality, No. 12 MacClean Street, Stutterheim 4930, not later than **12h00 on dates stated in the advert** at which time the bids will be opened in public.

PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT (PPPFA) POINTS WILL BE AWARDED AS FOLLOWS:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

TENDERERS SHALL TAKE NOTE OF THE FOLLOWING TENDER CONDITIONS:

- a) The Amahlathi Municipality Supply Chain Management Policy will apply.
- b) The Amahlathi Municipality does not bind itself to accept the lowest bid or any other bid and reserves the right to accept the whole or part of the bid and to award to more than one bidder.
- c) Bids which are late, incomplete, unsigned or submitted by facsimile or electronically, will not be accepted.
- d) All pages must be signed where necessary.
- e) Additional annexure(s) is/are accepted only if cross referencing has been done and the page signed.
- f) Bids submitted are to hold good for a period of 90 days.
- g) SARS pin to be declared in the bid.
- h) Bid documents must remain intact.
- i) Use of Tippex will render the bid non-responsive.
- j) Declaration pages must be fully completed and signed.
- k) Joint Ventures/consortiums must provide signed copies of such agreements and all other returnable documents for each partner to the Joint Venture.
- l) Failure to submit comprehensive JV agreement (where applicable), will result in a tender deemed non-responsive. Individual partners of JV are to comply and submit all relevant documents. Failure to do so will result in a tender deemed non-responsive.
- m) Failure to complete tender forms e.g. MBD 1, MBD 3, MBD 4, MBD 6, MBD 9 will result in a tender deemed non-responsive.
- n) All copies must be originally certified and not older than six (6) months.
- o) Failure to submit or complete supplementary information will result in the tender being null, void and non-responsive.
- ~~p) All bidders must submit municipal rates and taxes or municipal services charges owed by the bidder or any of its directors to the municipality or any other municipality which they must not be in arrears for more than three (3) months. The council reserves the right to disqualify any service provider whose members and or shareholders owe the Municipal rates & taxes (Lease agreements and sworn statements / affidavits are also accepted).~~
- q) ALM shall not do business with any person in the service of the state.

r) Bidders must be registered on National Treasury's Central Supplier Database (CSD).

Dr. Z. Shasha, Municipal Manager
C/o Hill & Maclean Streets, Stutterheim, South Africa, 4930
Tel (043) 683 5000 Fax (043) 683 1070
