



**ELUNDINI LOCAL MUNICIPALITY**  
**BID NOTICE**

Elundini Local Municipality hereby invites all suitable , qualified and experienced Service Providers to Bid the following services :

PROJECT NAME	CONTRACT NUMBER	EVALUATION CRITERIA (PPPFA)	CLOSING DATE	TECHNICAL QUERIES CONTACTS
Hire of a Low Bed for a period of two ( 2 ) years to Transport Municipality Plant	ELM-3/039/2016-2017	80/20 System	Friday , 18 May 2017 12h00 Noon	Technical : Mr. G. Hall 045 932 8129 Email : gavinh@elundini.gov.za  Bidding : Mrs T. Zilwa 045 932 8101 <a href="mailto:thuthulaz@elundini.gov.za">thuthulaz@elundini.gov.za</a>

The minimum specification and functionality is detailed in the bid document.

**OBTAINING OF TENDER DOCUMENTS:**

Bid Documents will be available from the SCM Unit upon payment of a **non-refundable** cash fee of **R250.00 (Two hundred and Fifty rands only)** (paid in cash or by means of an electronic funds transfer (EFT)) made payable to Elundini Local Municipality. The deposit is to be paid at the Cashier's office between the hours of **08h00 and 16h00** during the normal working hours prior to the collection of the bid documents from SCM Unit. The bid documents will be available from **FRIDAY, 5 May 2017**.

**SUBMISSION OF TENDERS:**

Completed bid documents and supporting documentation are to be placed in a sealed envelope endorsed with "**Hire of Low Bed for two (2) years to Transport Municipal Plant : ELM-3/039/2016-2017**" must be delivered to the **ELUNDINI LOCAL MUNICIPALITY** offices, at No. 1 Seller Street, Maclear and placed in the Tender Box situated at the cashier's reception area, Finance Department not later than **12H00 on THURSDAY, 18 MAY 2017** at which time the tenders will be opened in public.

**THE FOLLOWING MANDATORY DOCUMENTS MUST BE SUBMITTED WITH THE TENDER DOCUMENT AND FAILURE TO SUBMIT WILL LEAD TO THE BIDS BEING DECLARED NON-RESPONSIVE:**

- An original valid SARS Tax Clearance Certificate issued inside SARS Branch office on / before 16 August 2016 OR **Valid Tax Clearance Certificate OR** Tax Compliance status documents with PIN from SARS
- Proof of registration with Web Central Supplier Database (A bidder must attach CSD registration report with Supplier No. and Unique Code )
- Original B-BBEE Certificate or a certified copy thereof (Joint venture, consortium or trust must submit a consolidated certificate) Failure to submit this certificate will lead into not getting points for B-BBEE Level) or Sworn Affidavit confirming BBEE Level.
- A Copy of business entity registration certificate e.g. CK Document
- Certified ID copy/s of business entity owners
- A statement of Municipal Account that is not older than three months or Lease Agreement OR Affidavit from SAPS stating that the bidder is not obliged to pay municipal rates OR a letter from a ward councilor
- A Company Profile with contactable reference

- Joint Venture must attach the JV agreement , original or certified copy of consolidated BBBEE certificate and a letter of signatory

**Other:**

- The low bed must have a minimum capacity of 30 ton.
- The load deck must have a minimum width of 3.2m
- The load deck must have a minimum length of 12m carrying capacity
- The load bed must be a tri – axle low bed
- The middle of the rear axle of the low bed must be situated at a minimum distance of 2m from the rear of the low bed.
- The potential service provider must be able to render a service to transport plant within a maximum period of 48Hr lead time from the time of notification via email.

Prices quoted must be based on rand / kilometer bases which include the loading, rigging and off-loading of plant. These prices must be given based of the distance from the physical address of the service provider.

**Please note the following:**

- Failure to submit required information will lead to zero score on Functionality stage.
- Tender documents must be completed with non-erasable ink. Any tender document completed with pencil will not be acceptable and shall be disqualified.
- Ensure that there are no errors or omissions.
- The submission should be entirely legible. Any changes made to the original text of bid should be crossed through and signed for.
- DO NOT USE CORRECTION FLUID as this may invalidate your submission.
- Bidders must FULLY complete, SIGN tender document and INITIAL every page. Failure to do so may lead to the tender deemed non-responsive.

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

Price Points	-	80 points
B-BBEE Status Level of Contributor	-	20 points
<b>TOTAL</b>	-	<b>100 points</b>

Received Responsive bids on both projects will be evaluated based on the following criteria:

- Stage 1 – Functionality
- Stage 2 – Price and Preferential Points

Only Bidders who score 70 % and more on stage 1 to be evaluated further on price evaluation.

ITEM	WEIGHT
<b>STAGE 1 OF EVALUATION – FUNCTIONALITY</b>	
<b>FUNCTIONALITY</b>	
• Business Operation	20
• Contactable References	15
• Location of Business	15
• Skills Transfer	25
• Mentorship	25
<b>TOTAL</b>	
	100
<b>STAGE 2 OF EVALUATION – PRICE &amp; B-BBEE POINTS</b>	
<b>PRICE</b>	80
<b>BBBEE POINTS</b>	20

NB: For EFT payments use this reference No. 020114350000. The banking details and detailed breakdown of functionality (stage 1 of evaluation criteria) are available on ELM Website. [www.elundini.gov.za](http://www.elundini.gov.za) and also attached in the tender document.

**BIDDERS SHOULD TAKE NOTE OF THE FOLLOWING BID CONDITIONS:**

- The Elundini Local Municipality Supply Chain Management Policy will apply;(This policy is obtainable from Elundini Local Municipality offices in Maclear and is available on ELM Website:[www.elundini.gov.za](http://www.elundini.gov.za)
- The Elundini Local Municipality does not bind itself to accept the lowest bid or any other bid and reserves the right to accept whole or part of the bid;
- Bids which are late, incomplete, unsigned or submitted by facsimile or electronically, will not be accepted;
- Bids submitted are to hold good for a period of 90 days;
- Bidders will be required to register as a supplier/service provider on the ELM's Supplier/Service Provider Database, if not already registered prior to the tender closing date.
- The latest General Conditions of Contract and any Special Conditions of Contract will apply
- Failure to comply with these conditions may invalidate your offer
- Upon submission of a bid/quote the bidder automatically grants confirmation that SARS may , on an ongoing basis during the contract term disclose the bidders Tax Compliance status to the municipality

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**K. GASHI**  
**MUNICIPAL MANAGER**  
**ELUNDINI MUNICIPAL**

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