



ELUNDINI LOCAL MUNICIPALITY

BID NOTICE

Bids are hereby invited from accredited dealers of the Supply and Fitting of the following goods for a period of 1 (one) year:

PROJECT NAME	CONTRACT NUMBER	Bid Price	CLOSING DATE	QUERIES CONTACTS
Supply and Fitting of Tyres on Elundini Local Municipality Fleet, Vehicles and Plant	ELM-3/027/2016-2017	R 250.00	Monday, 03 October 2016	Technical queries Mr G. Hall : (045) 932 8129 Bidding : Ms H. Mduzulwana 045 932 8103

The minimum specification 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 **Tuesday, 20 September 2016**.

SUBMISSION OF TENDERS:

Completed bid documents and supporting documentation are to be placed in a sealed envelope endorsed with '**Supply and Fitting of Tyres on Elundini Local Municipality Fleet, Vehicles and Plant: ELM-3/027/2016-2017**' 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 Monday, 03 October 2016** 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 Or SARS Tax Compliance status with PIN
- 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)
- 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 references.
- Proof of registration with National Treasury Central Supplier Database Registration (CSD)

Please note the following:

- 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 - 90 points

B-BBEE Status Level of Contributor - 10 points

TOTAL 100 points

Points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contribution	Number of points (90/10 System)
1	10
2	9
3	8
4	5
5	4
6	3
7	2
8	1
Non-Compliant Contributor	0

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
STAGE 1 OF EVALUATION – FUNCTIONALITY	
FUNCTIONALITY	
• Experience	30
• Franchise	20
• Workshop	30
• Call out service	20
TOTAL	100
STAGE 2 OF EVALUATION – PRICE & B-BBEE POINTS	
PRICE	90
BBBEE POINTS	10

NB: A detail breakdown of functionality (stage 1 of evaluation criteria) is available on ELM Website: www.elundini.gov.za and table attached in 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
- 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.
- Only local manufactured vehicles will be considered for the above tenders
- Price must include (Vat, Delivery Costs and Escalation Costs)

K. GASHI
MUNICIPAL MANAGER
ELUNDINI MUNICIPALITY

Supply and Fitting of Tyres on Elundini Local Municipality Fleet, Vehicles and Plant

Functionality:

Criteria	Sub criteria	Points Allocation
<u>Franchise</u> Availability of valid dealer license / franchise agreement	Certified Copy	50
<u>Workshop</u> Submit details of the workshop in each of the 3 towns of Elundini Local Municipality (Ugie, Maclear and Mount Fletcher)	10 points for each town	30
<u>Call out service</u> Ability to drive around Elundini Local Municipality jurisdiction area within required time with appropriate tyre fitment equipment	Proof of vehicle with compressor and tools	20
	TOTAL	100