

TENDER NOTICE AND INVITATION TO TENDER



MKHONDO

LOCAL MUNICIPALITY

TENDER INVITATION FOR:

Tender No.	Description	Compulsory Briefing Date & Time	Closing Date & Time	Applicable Price Preference Point System	Functionality Minimum Score
MKHO04/2023/24	SUPPLY AND DELIVERY OF ORIGINAL PRINTER AND COPIER TONER CARTRIDGES	Not Applicable	21 August 2023 at 12h00pm	80/20	50 %

The Mkhondo Local Municipality hereby invites reputable contractors to submit proposals/tenders for the above-mentioned project. The service providers must comply with the VAT Act. Tender documents can be obtained from the e-Tenders Portal (www.etenders.gov.za) and the municipal website (www.mkhondo.gov.za) from **07/08/2023. Bids may only be submitted on the bid documentation provided by the Municipality with no alterations unless otherwise stated by the Employer.**

Sealed envelopes must be addressed to: The Acting Municipal Manager, Mkhondo Local Municipality, PO Box 23, Mkhondo, 2380. Marked with the descriptions above and the correct reference number in the '**TENDER BOX**' situated at Mkhondo Town Hall, Mark and de Wet Street, Mkhondo, **no later than the 21st of August 2023 time 12:00 noon.**

No correspondence will be entered into with any tender regarding scores obtained, reasons for no appointment, etc. **No late, telephonic, facsimile or e-mailed tenders will be accepted.**

According to the Municipality Supply Chain Regulations issued by the Minister of Finance in terms of Section 168 of the Municipal Finance Management Act, Act 56 of 2003, persons who are within the organs of the state, like Councillors, and other elected representatives, full time employees and other directors of the public and municipal entities are prohibited

from being eligible to bid or be awarded a contract to provide any services to the municipality.

The following **compulsory / mandatory documents** must be accompanied with the tender, and failure to provide such documentations shall constitute automatic disqualification: Valid Tax Compliance Status (TCS) Pin, Latest Three Year Audited Financial Statements, certified copy of Company Registration Certificates, Current Municipal Account / Valid Lease agreement signed by the Lessor and Lessee (Proof that the property leased is not in arrears for more than 90 days / declaration by the lessor that the lessee is not in arrears of its rental in terms of the lease agreement for more than 90 days), certified copy of shareholder's ID documents, Recent Full (Not a Summary) CSD Report, Valid Authority to sign the bid.

All submissions will be adjudicated in terms of the Mkhondo Local Municipality's Procurement Policy, the Preferential Procurement Policy Framework Act, Act No. 5 of 2000 as well as the preferential procurement regulations, 2022 (PPR 2022). The 80/20 Price and Specific goals Point System will be applicable for this tender. Method 4 of evaluation of the acceptable proposals will be applied and responsive bids are expected to score at least a minimum of 50 % for Quality to be considered for further evaluation. All bids shall be valid for a period of 90 days from the closing date of the bid

Mkhondo Local Municipality reserves the right to accept or not to accept the lowest priced or any other proposal. Bid prices will be used for evaluation purposes only and will not be considered as final award prices. Mkhondo Local Municipality reserves the right to accept the bid partly or wholly. Mkhondo Local Municipality reserves the right to award more than one service provider(s).

All administrative enquiries must be addressed to: Tel: Mr M.C Gumede by Email: mgumede@mkhondo.gov.za, Supply Chain Management.

**Mr. MS Dlamini
Acting Municipal Manager
Mkhondo Local Municipality**