



MKHONDO

LOCAL MUNICIPALITY

PRINTING AND DISTRIBUTION OF MUNICIPAL CONSUMER ACCOUNT STATEMENTS FOR A PERIOD OF TWENTY-FOUR (24) MONTHS

Mkhondo Local Municipality invites suitable qualified and CSD registered service providers to submit bid sealed tenders, duly endorsed as per description below:

Bid No.	Description	Non-Refundable Bid Document Price	Compulsory Briefing Session	Preferential Procurement Point System	Minimum Functionality Points	Evaluation Criteria	Tender Closing Date
MKHO08/2023/24	Printing and Distribution / Postage of Municipal Consumer Account Statements for a period of Twenty-Four (24) Months	Not Applicable	Not Applicable	80/20	60 points / 60%	Method 4	18 September 2023, 12h00

No clarification session or briefing meeting will be held.

Preferential Procurement Policy framework Act No.5 of 2000: Preferential Procurement Regulations 2022 and Supply Chain Management Policy of MKHONDO Local Municipality will apply in the adjudication process. Method 4 of evaluation of the acceptable proposals will be applied and responsive bids are expected to score at least a minimum of 60 out of 100 (or 60%) for functionality points to be considered for further evaluation. Tenders will be adjudicated according to the 80/20 of the Price Preferential point system.

According to the Preferential Procurement Policy Framework Act No.5 of 2000: Preferential Procurement Regulations 2022, an 80/20 Price Preferential Point System will be applicable for this tender. Original or certified valid copy of B-BBEE Certificate / or sworn B-BBEE affidavit must be submitted to claim preference points. Bidders who do not submit B-BBEE Status Level Verification Certificates or are non-compliant contributors to B-BBEE do not qualify for preference points for B-BBEE but will not be disqualified from the bidding process.

Proposed Prices and rates should be all Inclusive (Inclusive of Vat for Vat Vendors). Bids should be accompanied by the following compulsory documents (non-submission will result to bid being non-responsive): A valid SARS Tax Compliance Status (TCS) PIN, certified copies of Identification Documents of Directors, certified copy of Company registration certificate, a recent (not older than thirty days from tender closing date) full comprehensive (not a summary) CSD registration report, current municipal account (not in arrears for more than 90 days) / proof of lease agreement must be attached if renting (Bidders residing in a non-billed areas must attach proof of residence / letter from Tribal Authority).

This tender document should be in a sealed envelope duly endorsed **“BID NUMBER AND DESCRIPTION.”** must be placed in the tender box situated at the Mkhondo Town Hall, on or before **18th of September 2023 at 12:00** at the Municipal Offices, corner Mark and De Wet Streets, eMkhondo.

Collection of bid documents: Tender documents are obtained on payment of a non-refundable fee as specified and can be downloaded from the Mkhondo Municipality's website www.mkhondo.gov.za or e-tenders portal www.etenders.gov.za from the 16th of August 2023. Please note that no bid document will be couriered to prospective bidders. Tenders received after closing date and time, faxed, completed with pencil, tipexed, incomplete document or e-mailed will not be considered.

NOTE: Only those tenderers who are registered on the Central Supplier Database (CSD) are eligible to submit tenders for these tenders. The Council does not bind itself to accept or award the lowest priced tender. The Council may elect to accept only part or wholly of the successful tender. Council reserves the right to appoint more than service provider. Council reserves the right not to appoint or withdraw the tender. The adjudication process and the award, if an award is made, will conform to the requirements of the Supply Chain Management Regulation, the Preferential Procurement Policy Framework Act and the Preferential Procurement Regulations of 2022. This bid is subject to the, Mkhondo Local Municipality Supply Chain Management policy. Only the version of this notice and invitation contained in the tender document shall form part of the tender. No correspondences will be entered into with regards to evaluation scores obtained. Tenders may only be submitted on the original tender documentation that is issued by the employer. Tenders should be valid for a period of not less than ninety (90) days.

For enquiries contact the Ms.L.Nyawo, Acting Senior Manager Revenue Management during business hours 017 285 0200, E-mail address LNyawo@mkhondo.gov.za and Administrative Supply Chain enquiries to Mr. M.C Gumede on 017 285 0200, E-mail address MGumede@mkhondo.gov.za

The closing of tender will only be administered at Town Hall, 33 Mark Street, eMkhondo, 2380
Closing date : **Monday, 18 September 2023 at 12h00**

If you do not hear from us within 90 days after the closing date, please consider your tender unsuccessful.

Mr. M S Dlamini
Acting Municipal Manager
Mkhondo Local Municipality