



MKHONDO
LOCAL MUNICIPALITY

TENDER INVITATION FOR:

Tender No.	Description	Price Preference Point System	Minimum Functionality Score	Compulsory Clarification Meeting, Date, Time and Place	Closing Date & Time
MKHO14/2023/24	APPOINTMENT OF A PANEL OF REPUTABLE TRAVEL AGENTS FOR A PERIOD OF TWENTY-FOUR (24) MONTHS	80/20	60 points or 60%	NONE	09/11/2023 & 12H00

The Mkhondo Local Municipality hereby invites reputable contractors to submit tenders for the above-mentioned project. The service providers must comply with the VAT Act. Tender documents can be obtained from the eTenders Portal, www.etenders.gov.za and the municipal website, www.mkhondo.gov.za from **09/10/2023**. No compulsory clarification meeting will be held.

Sealed envelopes must be addressed to: The Municipal Manager, Mkhondo Local Municipality, PO Box 23, Mkhondo, 2380. Marked with the descriptions above and the correct reference number, deposited in the '**TENDER BOX**' situated at MKHONDO Town Hall, Mark and De Wet Street, Mkhondo, **no later than the 09th of November 2023, time 12:00 noon. Prospective bidders must submit their tender submissions on the designated tender box and write on the bid submission register next to the tender box, failure to do so, the submission will not be considered.**

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 Councilors, 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.

All compulsory documents, administrative returnables, must accompany the bid, and failure to provide such documentations shall constitute automatic disqualification. Bidders who fail to comply with mandatory returnables will not be considered for further evaluation. Compliance documents include amongst others, Valid Tax Compliance Status (TCS) Pin, certified copy of Company Registration Certificate, Current Municipal Rates and Taxes Account / statement (not in arrears for more than 90 days) / Valid Lease agreement, or Proof of Residence form a Tribal Authority / Council if bidders resides (operates business from a non-billed area), certified copy of shareholder's ID documents, Full Comprehensive (not a summary) CSD Registration Report (Not older than 30 days from tender closing, certified copy of Valid proof of affiliation or membership with a Relevant and recognized Travel Agency Professional Body (ASATA), and Letter of Authority to Sign Bid Document .

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 preference point

system will be applicable for this tender, where 80 points will be allocated in respect of price and 20 points in respect of targeted (specific) goals. Copy of B-BBEE certificate or sworn affidavit for B-BBEE to claim B-BBEE points. Method 4 of evaluation of the acceptable proposals will be applied and responsive bids are expected to score at least a minimum of 60 points or 60 % 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.

Technical and Terms of Reference, administrative related enquiries must be addressed to: Mr. M.C Gumede (Supply Chain Management), mgumede@mkhondo.gov.za.

Acting Municipal Manager:
Mr. MS Dlamini
Mkhondo Local Municipality