

PART T1: TENDERING PROCEDURES

1. GENERAL

1.1 TENDER NOTICE

T1.1 TENDER NOTICE AND INVITATION TO TENDER

MBD 1 INVITATION TO BID



MKHONDO
LOCAL MUNICIPALITY

APPOINTMENT OF A PANEL OF PROFESSIONAL SERVICE PROVIDERS (CIVIL ENGINEERING CONSULTANTS) FOR A PERIOD OF THIRTY-SIX (36) MONTHS ON AN AD-HOC BASIS

Bid No.	Description	Non-Refundable Bid Document Price	Compulsory Briefing Session	Price Preference Point System	Tender Closing Date And Time	Minimum Functionality Score
MKHO17/2023/24	APPOINTMENT OF A PANEL OF PROFESSIONAL SERVICE PROVIDERS (CIVIL ENGINEERING CONSULTANTS) FOR A PERIOD OF THIRTY-SIX (36) MONTHS ON AN AD-HOC BASIS	NOT APPLICABLE	NOT APPLICABLE	80 / 20	21 December 2023 at 12h00	75%

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 75 out of 100 points (75%) for functionality points to be considered for further evaluation. Tenders will be adjudicated according to the 80/20 of the Price Preferential point system.

The following mandatory returnable documents forms part of the qualification criteria into the panel: **Full CSD (not a summary) registration report (to be verified during adjudication), Clearance certificate for Municipal rates and taxes and Municipal Statement account / valid Lease agreement if renting/ Letter from Authorised Tribal Council if residing or operating from a Non-billed area (prospective bidders will not be accepted if Municipal rates are in arrears for more than 90 days), Valid Letter of Good Standing (COIDA) from Department of Labour, Valid SARS TCS (Tax Compliant Status) Pin, completion of all relevant and necessary document forms including all MBD forms, and Entity's Three Year's Audited Financial Statements (where applicable), Valid Proof of Indemnity (Insurance), Valid proof of Authority to sign the Bid, Certified Copy of Company Registration certificate.**

Bids within the Panel will be subjected to the, Mkhondo Local Municipality Supply Chain Management Policy, and its Preferential Procurement Policy (PPR 2022). 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.

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 **21 December 2023** at the Municipal Offices, corner Mark and De Wet Streets, eMkhondo. Bidders are mandated to write their names, name of the bidding entity, contact details including e-mail addresses on the bid submission register next to the Tender Box as proof for submission, failure which, submission will NOT be considered for evaluation.

Collection of bid documents: Tender documents can be obtained on the municipal website: www.mkhondo.gov.za, the e-Tender portal (www.e-tender.gov.za) from the 21st of November 2023. 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) and CIDB-registered prospective bidders are eligible to submit tenders. The Council reserves the right to appoint more than one service provider. The Council does not bind itself to accept or award the lowest priced tender. The Council may elect to accept only part of the successful tender. Council reserve the right not to appoint or withdraw the tender and the right to award the tender wholly or partly at its sole discretion. The adjudication process and the award, if an award is made, will conform to the requirements of the Supply Chain Management Regulations, the Preferential Procurement Policy Framework Act and the Preferential Procurement Regulations of 2022. 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 are valid for a period of ninety (90) days after closing date.

For enquiries Technical Enquiries contact Mr. D.M Ngoma, Acting Project Management Unit, e-Mail address DNgoma@mkhondo.gov.za; and Administrative Supply Chain enquiries to Mr MC Gumede, 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 : **21 December 2023**

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

Mr. S.W Nkosi
Acting Municipal Manager
Mkhondo Local Municipality