

PART T1: TENDERING PROCEDURES

TABLE OF CONTENTS	Page	Colour
T1.1: TENDER NOTICE AND INVITATION TO TENDER	T.2	White
T1.2: TENDER DATA	T.6	Pink
T1.3: STANDARD CONDITIONS OF TENDER	T.12	Pink

T1.1: BID NOTICE AND INVITATION TO BID**CLOSING DATE: 29 August 2018 at 11H00****BID NUMBER: EMLM 26/2018/PH1A****MONSTERLUS TO MAKGOPHENG, KGOSHI MATSEPE & MATHEBE CONSTRUCTION OF ACCESS ROADS****T1.1: TENDER NOTICE**

Bids are hereby invited from capable and experienced construction companies for the **MONSTERLUS TO MAKGOPHENG, KGOSHI MATSEPE & MATHEBE CONSTRUCTION OF ACCESS ROADS**

Duly completed bid documents and supporting documents which are, CERTIFIED ID COPIES OF BUSINESS OWNERS, COPY OF TAX CLEARANCE CERTIFICATE AND SARS PIN NUMBER, CERTIFIED COPY OF B-BBEE CERTIFICATE AS WELL AS RATES AND TAXES CLEARANCES FROM RELEVANT LOCAL AUTHORITY, CENTRAL SUPPLIERS DATABASE (CSD) REGISTRATION SUMMARY REPORT and a copy of the COMPANY REGISTRATION CERTIFICATE, together with the bid document must be sealed in an envelope clearly marked: **"Bid No. EMLM 26/2018/PH1A , MONSTERLUS TO MAKGOPHENG, KGOSHI MATSEPE & MATHEBE CONSTRUCTION OF ACCESS ROADS."** closing date **29 August 2018**" with the name of the bidder shall be placed in the bid box at **ELIAS MOTSOLEDI LOCAL MUNICIPALITY No 2 GROBLER AVENUE GROBLERSDAL** or before 11:00pm on the closing date. Tenders will be opened in public. *All certified copies must not be older than three months.*

Tender Documents will be available at ELIAS MOTSOLEDI LOCAL MUNICIPALITY No 2 GROBLER AVENUE GROBLERSDAL, upon receipt of non-refundable amount of R 600.00 per document or set.

Tender Documents are obtainable during the following times: 08:00 -15:30 (Monday to Friday) as from 16 August 2018 @ 09:00

A compulsory site briefing meeting with the Project Manager will take place at the Municipal Workshop/Fleet Center/Stores, Groblersdal on 17 August 2018 starting at 11:00 EXACTLY. Bids received by telegram, fax or e-mail will not be considered. Late bids shall not be accepted.

A preferential point system shall apply where by this contract will be allocated to a bidder in accordance with the Preferential Procurement Policy Framework Act, No. 5 of 2000 as defined in the conditions of bid in the bid document, read in conjunction with Preferential Procurement Regulations of 2011, where 80 points will be allocated in respect of price and 20 points in respect of B-BBEE status level of contribution. CIDB grading is **6CE**.

Procurement Enquiries: Ms Annah Motha
Tel: 013 262 3056

Technical Enquiries: Ms Regina Makgata
Tel: 013 262 3056

Employer: Municipal Manager:
Ms. RM Maredi
Elias Motsoaledi Local Municipality
02 Grobler Avenue,
Groblersdal
0470

T1.1: BID NOTICE AND INVITATION TO BID

MONSTERLUS TO MAKGOPHENG, KGOSHI MATSEPE & MATHEBE CONSTRUCTION OF ACCESS ROADS

BID NUMBER: EMLM 26/2018/PH1A

RESPONSIVENESS AND EVALUATION CRITERIA:

1. RESPONSIVENESS AND EVALUATION CRITERIA

ELIAS MOTSOLEDI LOCAL MUNICIPALITY WILL NOT CONSIDER ANY BID UNLESS IT MEETS THE FOLLOWING RESPONSIVENESS CRITERIA:

- Tender will be evaluated on PPPFA 80/20 points system;
- Price(s) quoted must be valid for at least ninety (90) days from the closing date of the tender;
- Compulsory Briefing Session Attended
- CSD registration detailed report or CSD registration Summary report
- Proof of CIDB registration (Minimum of 6CE or Higher)
- Initial each page
- Company of registration certificate.
- Certified ID Copies of the Shareholders/Directors (certification not older than 3 months)
- Annexure Forms (A,B,C,D,E,H and I) fully completed and signed
- Annexure Forms R (Please supply Tax Pin Document)
- Proof of Municipal rates and taxes or services charges not in arrears for more than 90 days or confirmation from the municipality if municipal rates and taxes are not levies (as per CK form address); statement or tax invoice not older than 3 months; if leasing, a signed lease agreement by the lessor and the lessee and statement of municipal rates in the name of the lessor must be attached. (Both for the company and each of the directors)
- In case of a Joint Venture, Association or Consortium a formal contract agreement must be signed by both parties and be attached
- Forms must be Signed in Black Ink
- Letter of good standing (Compensation for Occupational Injuries and Disease Act(COIDA)) from Department of Labour OR any company accredited Department of Labour
- Valid B-BBEE Certificate issued by SANAS or original Sworn Affidavit from commissioner of oaths
- Any Alterations Initialed
- Company Profile.

CHECKLIST OF MINIMUM REQUIREMENTS:

No.	Minimum Requirements	Tick	Comment if not Attached
COMPULSORY			
1.	Compulsory Briefing Session Attended		
2.	Price(s) quoted is valid for at least ninety (90) days from the closing date of tender		
3.	CSD registration report or CSD registration Summary report		
4.	Proof of CIDB registration (Minimum of 6CE or Higher)		
5.	Initial each page		
6.	Company registration certificate		
7.	Certified ID Copies of the Shareholders/Directors (certification not older than 3 months)		
8.	Annexure Forms (A,B,C,D,E,G,H &I) fully completed and signed		
9.	Proof of Municipal rates and taxes or services charges not in arrears for more than 90 days or confirmation from the municipality if municipal rates and taxes are not levies (as per CK form address); statement or tax invoice not older than 3 months; if leasing, a signed lease agreement by the lessor and the lessee and statement of municipal rates in the name of the lessor must be attached. (Both for the company and each of the directors)		
10.	Forms must be Signed in Black Ink		
11.	Letter of good standing (Compensation for Occupational Injuries and Disease Act(COIDA) from Department of Labour OR any company accredited Department of Labour		
12.	Any Alterations Initialed		
IF APPLICABLE			
15.	In case of a Joint Venture, Association or Consortium a formal contract agreement must be signed by both parties and be attached		
ZERO SCORE IF NOT SUBMITTED			
16.	Curriculum Vitae of key personnel with certified copies of qualifications, years of relevant experience on similar projects and projects names.		
17.	Schedule of company experience (appointment letters and completion certificates)		
18.	Schedule of plant		
19.	Company profile		
20.	Valid B-BBEE Certificate issued by SANAS or original Sworn Affidavit from commissioner of oaths		

Note: This is just a guide to assist you and is not necessarily all the information required. The EMLM indemnifies itself and retain the rights to evaluate the full documentation

Service provider / representative

Signature

2. EVALUATION OF BIDS

- a) All bids received shall be evaluated in terms of the Supply Chain Management Regulations, Elias Motsoaledi Local Municipality Supply Chain Management Policy, the preferential procurement regulation 2017, and other applicable legislations.
- b) The Council reserves the right to accept all, some, or none of the bids submitted – either wholly or in part – and it is not obliged to accept the lowest bid.
- c) Only locally manufactured products/items with specified minimum thresholds will be considered for local content **(Not applicable)**

By submitting this bid, bidder authorises the Council or its delegate(s) to carry out any investigation deemed necessary to verify the correctness of the statements and documents submitted and that such documents reasonably reflect the ability of the Bidder to provide the goods and services required by the Council.

PLEASE NOTE

1. The Municipal Manager may cancel a contract awarded to a person if:

- a) The person committed a corrupt or fraudulent act during the procurement process or in the execution of the contract, or
- b) An official or other role player committed any corrupt or fraudulent act during the procurement process or in the execution of the contract that benefited that person.

2. The Municipal Manager may reject the bid or quote of any person if that person or any of its directors has:

- a) Failed to pay municipal rates and taxes or municipal service charges and such rates, taxes and charges are in arrears for more than three months;
- b) Failed, during the last five years, to perform satisfactorily on a previous contract with the Elias Motsoaledi Local Municipality or any other organ of State after written notice was given to that bidder that performance was unsatisfactory;
- c) Abused the supply chain management system of the Municipality or have committed any improper conduct in relation to this system;
- d) Been convicted of fraud or corruption during the past five years;
- e) Willfully neglected, reneged on or failed to comply with any government, municipal or other public-sector contract during the past five years; or
- f) Been listed in the Register for Bid Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No. 12 of 2004) or has been listed on National Treasury's database as a person prohibited from doing business with public sector

ANNEXURE A

SUPPLY CHAIN MANAGEMENT

EVALUATION PROCESS AND CRITERIA

The following evaluation process and criteria will be used to evaluate all bids submitted:

1. Compliance with Tender conditions

i. The Elias Motsoaledi Local Municipality will consider no bid unless it meets the following responsiveness criteria:

- The bid must be properly received in a sealed envelope clearly indicating the description of the service and the bid number for which the bid is submitted.
- The bid must be deposited in the relevant bid box as indicated on the notice of the bid on or before the closing date and time of the bid.
- The electronic verification tax clearance must be accompanied by the verification code
- Bid forms must be completed in full and each page of the bid signed.
- A copy of the company registration certificate must be submitted with the bid on or before the closing time and date of the bid.
- Submission of a Joint Venture Agreement, where applicable, which has been properly signed by all parties.
- Compliance with the requirements of the bid and technical specifications.
- No bidder who is blacklisted by National Treasury or any National Authority due to non-performance will be considered.
- Proof of payment of Municipal account statement on rates and taxes from the respective municipality or proof of residence stamped by tribal authority for those residing in areas where municipal payments of rates and taxes are not implemented, such proof:
 - a) Must not be older than three (3) months from closing date of the tender,
 - b) It must have been addressed to the company itself or any of the shareholders or members as on the document for company registration, and
 - c) In case where the company is renting an office space, the lease agreement between the company and the respective landlord must accompany the rental invoice.
- The bidders are advised to attach their certified valid BBBEE certificates, and in Case were the business is classified as Exempted Micro Enterprise (EME), an official letter from the Registered Auditor stipulating that the business has a turnover of less than R5m must be submitted. **It should be noted that none attachment of these documents (BBBEE certificate or letter from Registered Auditor) will not disqualify the bidder for further evaluation, but will instead disadvantage them from being scored on BBBEE points.**
- In case where 2 (two) or more companies decide to form a joint venture (JV), all the companies in the JV have to attach each and every document as requested above in addition to the Joint Venture Agreement.

ii. Meeting technical specifications and comply with bid conditions;

iii. Financial ability to execute the contract; and

iv. The number of points scored for achieving Government's Broad-Based Black Economic Empowerment objectives, points scored for price and / or points scored for functionality if applicable.