

TENDER INVITATION

Bid Number	Description	Evaluation Criteria	Tender Document Price (Non-refundable)	Compulsory Briefing Session	Contact person (Technical)	Contact person (SCM)	Closing date and time
SCM/MOH/02/2019	Provision of Banking Related Services	80/20 Functionality: Details in the document	R 5000, 00	15/03/2019 Zastron Town Hall 10h00	Mrs. E Wilken 061 486 2387	Mr. P Dyonase 061 665 3227	12/04/2019 Zastron Town Hall 14h00
SCM/MOH/03/2019	Compilation of 2018/19 Annual Financial Statements along with underlying documentation and required support	80/20 Functionality: Details in the document	R 1000, 00	15/03/2019 Zastron Town Hall 12h00	Mrs. E Wilken 061 486 2387	Mr. P Dyonase 061 665 3227	12/04/2019 Zastron Town Hall 14h00

PAYMENTS CANNOT BE MADE AT THE SUPPLY CHAIN MANAGEMENT OFFICE BUT CAN BE MADE AT THE FOLLOWING PAYPOINTS

- Zastron Offices
- Rouxville Offices
- Smithfield Offices

ALTERNATIVELY, DIRECT OR ELECTRONIC DEPOSITS TO THE MUNICIPAL BANK ACCOUNT:

ABSA BANK, ACCOUNT NO: 4052654487, BRANCH CODE: 334 632, REF: SCM/MOH/02/2019

AVAILABILITY OF DOCUMENTS: 15/03/2019

**ALL BID DOCUMENTS TO BE COLLECTED AND SUBMITTED AT”
Mohokare Local Municipality, Zastron Offices**

MINIMUM REQUIREMENTS:

1. Valid original tax clearance certificate must be attached 2. In the case of a JV valid and original tax clearance of all parties must be attached. 3. Certified copies of Company Registration Certificate reflecting names and identity numbers of active shareholding must be attached, except for sole traders and partnerships 4. In the case of a JV certified copies of Company Registration Certificates reflecting names and identity numbers of active shareholding of all parties must be attached. 5. In case of a JV a copy of a JV agreement. 6. Municipal rates and taxes certificate not older than **90 days** or a lease agreement showing who is liable for municipal rates between the lessor or lessee (if the lessee is municipal rates and taxes certificates not older than 90 days). 7. In the case of a JV municipal rates and taxes certificates not older than 90 days or lease agreement showing who is liable for municipal rates between the lessor or

lessee (if the lessee is municipal rates and taxes certificates not older than 90 days) of all parties must be attached. 8. All supplementary/compulsory forms contained in the bid document must be completed and signed in full. 9. All bidders must be registered in the suppliers' National Treasury Centralised Supplier Database(CSD) before closure date. 10. Other requirements are listed in the tender documents.

PLEASE NOTE:

1. **Section 217** of the Constitution of the Republic of South Africa requires an organ of state to contract for goods or services in accordance with a system which is fair, equitable, transparent, competitive and cost effective. 2. No bid(s) will be accepted from a person who is in the service of the state. 3. The following shall not be considered: - (i) Tenders received after the closing date and time determined here-in. (ii) Tenders of which the envelopes have not been duly marked for identification. (iii) Telegraphic, faxed and telephonic tenders or those completed in pencil. 4. The lowest bid/proposal will not necessarily be accepted and the Municipality reserves the right to accept where applicable a part or portion of any bid or where possible accept bids or proposals from multiple bidders OR the Municipality does not bind itself to accept the lowest or any tender and it reserves the right to accept any tender wholly or partially. 5. **Municipal Supply Chain Management Policy and Preferential Procurement Framework Act no 5 of 2000** and **Preferential Procurement Regulations of 2017** will be applied (bidders(s) who fails to submit an original or certified copy of a BBBEE certificate will forfeit BBBEE points). 6. Bids or proposals that are invalid, non-responsive in terms of **21 (d) (iii)** of the Mohokare Supply Chain Management Policy will be disqualified at the opening. 7. In the case where the bid valid period is not indicated in the bid document the bid validity period shall be **120 days** form the closing date of the bid. The municipality will only communicate the outcome of the bid with the successful bidder.

ADDITIONAL NOTES:

All bids should be deposited in the tender box at the Mohokare Local Offices, Hoofd Street, Zastron by not later than 14:00 of the closing date stated above. The envelope must be **CLEARLY MARKED FOR IDENTIFICATION**, SCM/MOH/02/2019 and SCM/MOH/03/2019: Advert description (Provision of Banking Related Services). Tenders listed in the National Treasury's Register of Defaulters will be automatically disqualified.

Mr. S Selepe
Municipal Manager
08/03/2019