



SPECIFICATION

APPOINTMENT OF PANEL OF SERVICE PROVIDERS, FIVE (5), FOR SUPPLY AND DELIVERY OF CLEANING MATERIALS ON AN AS AND WHEN REQUIRED BASIS.

1. PURPOSE AND SCOPE

Musina Local Municipality hereby invites service provider to bid for the supply and delivery of cleaning materials for a period of three (3) years.

The bids will be evaluated on the 80/20 preference points system as prescribed by the preferential procurement regulations, 2022.

2. Abbreviations

Name	Description

3. Queries and Contact Information

All queries regarding the bid must be submitted in writing by email, which will in turn be recorded. A written response will then be emailed to all bidders. No telephonic queries will be answered. Contact details for queiries are:

Technical Specifications:

Tshinavhe Amon
Manager: Assets
amont@musina.gov.za

Supply Chain Requirements:

Mary Siziba
SCM Manager
Marys@musina.gov.za

4. Compulsory Briefing Meeting/session

No compulsory briefing meeting will be held

5. Scope of work and parameters

All other related costs such as transportation should be factored into price per unit.

a. Contract Period

The contract will be for a period of three (3) years from the date of signing service level agreement with the municipality.

b. Tender scope

The service provider will be required to supply and deliver items to the municipality

6. Specification & Pricing Schedule

Item Description	Item Specification	Pricing				TOTAL COST
		Qty	Cost per unit YEAR 1	Cost per unit YEAR 2	Cost per unit YEAR 3	
TOILET PAPER	<ul style="list-style-type: none">• 1 ply• 500 sheets per roll as per SABS regulations• Non recycled• 48 rolls in a bale/pack• Tail Sealed• SAPPI Triple Green	1	R	R	R	R

	<ul style="list-style-type: none"> • High absorbency • 19gsm paper 					
<i>MUTTON CLOTH</i>	<ul style="list-style-type: none"> • 400g roll • 100% Cotton • Tube 38cm wide, approx.176cm length 	1	R	R	R	R
<i>HAND CLEANER WITH GRIT</i>	<ul style="list-style-type: none"> • waterless hand cleaner with grit • 5kg 	1	R	R	R	R
<i>DEO BLOCKS</i>	<ul style="list-style-type: none"> • 5kg • Round blocks • perfumed 	1	R	R	R	R
<i>SCOURING CREAM</i>	<ul style="list-style-type: none"> • 750ml 	1	R	R	R	R
<i>TOILET DUCK</i>	<ul style="list-style-type: none"> • 500ml • Slightly perfumed 	1	R	R	R	R
<i>DISH WASHER LIQUID</i>	<ul style="list-style-type: none"> • 5 Litre 					
<i>FLOOR POLISH - WHITE.</i>	<ul style="list-style-type: none"> • 5 Litre 	1	R	R	R	R
<i>FLOOR POLISH - RED.</i>	<ul style="list-style-type: none"> • 5 Litre 	1	R	R	R	R
<i>BLEACH</i>	<ul style="list-style-type: none"> • 5 Litre 	1	R	R	R	R
<i>BLACK DISINFECTANT</i>	<ul style="list-style-type: none"> • 5 Litre 	1	R	R	R	R
<i>INDUSTRIAL HOUSEHOLD MOP</i>	<ul style="list-style-type: none"> • With gear press handle 	1	R	R	R	R
<i>STATUS PINK HAND CLEANER.</i>	<ul style="list-style-type: none"> • 25 litre • Liquid 	1	R	R	R	R
<i>WINDOW-LENE.</i>	<ul style="list-style-type: none"> • 5 Litre 	1	R	R	R	R
<i>ACID TOILET BOWL CLEANER.</i>	<ul style="list-style-type: none"> • 5 Litre 	1	R	R	R	R
<i>MULTI GENERAL PURPOSE CLEANER.</i>	<ul style="list-style-type: none"> • 5 Litre 	1	R	R	R	R
<i>DEGREESA.</i>	<ul style="list-style-type: none"> • Water Based • 25 Litre 	1	R	R	R	R
<i>FURNITURE POLISH</i>	<ul style="list-style-type: none"> • 300M ml 	1	R	R	R	R

	• spray					
<i>TOILET BRUSH.</i>	• Golf type	1	R	R	R	R
<i>BAR SOAP</i>	• Twin bars per packet • 500g	1	R	R	R	R
<i>SYNTHETIC HOUSEHOLD BROOM</i>	• Flanged	1	R	R	R	R
<i>FEATHER DUSTER</i>	• Long	1	R	R	R	R
<i>MOP SQUEEZING NYLON BUCKET</i>	• 32 Litre	1	R	R	R	R
<i>DUST SCOOP</i>	• With long handle + Brush	1	R	R	R	R

N.B

7. COMPULSORY DOCUMENTS TO SUBMIT WITH THE BID TO BE CONSIDERED FOR APPOINTMENT

7.1 Supply chain management documentations (administrative compliance)

- a) Tax compliance status pin issued
- b) Confirmation of vat registration
- c) Certified ID copies of all members / owners / directors / shareholders / trustees
- d) Copy of municipal rates and taxes statement of account not older than three months for all directors and for the company
- e) Central supplier database registration report

8. EVALUATION OF BIDS

All bids received will be evaluated as follows:

1st stage

Bids received will be evaluated based on administrative compliance (Supply chain Management requirements)

2nd stage

Bids received will be evaluated for Price and Specific goals on the 80/20 preference points scoring system
Where 80 points for price and 20 points for Specified goals as follows:

Designated groups	Number of points (20)
Points for HDI status (at least 51% Black owned)	10
Points for 51% Women's Equity	4
Points for Black person with Disability	3
Points for 51% Owned Youth firm	3
Forms not completed or submitted	0

9. PERIOD OF VALIDITY OF TENDER

The period of validity of tenders shall be 90 days as stated in the tender form and be calculated from the closing date for submission of tenders.

10. NOTICE OF BIDDERS

Should any additions or alterations to the document as issued to Bidders be deemed necessary prior to the date for submission of tenders, they will be issued to Bidders in the form of Notices and will form part of the tender document.

The Notices to Bidders shall be completed where applicable by Bidders, signed, dated and returned with the tender documents.

11. DELIVERY CONDITIONS AND PERIOD

The successful bidder will be appointed for a period of three years. Within this period, the successful bidder must Supply and deliver all items as per approved order by the Municipality. The municipality; through the Supply Chain Manager; will furnish the successful bidder with a listing of items approved for delivery on a periodic basis, as and when needed. Upon the receipt of the listing of items approved for supply and delivery, the successful bidder will be expected to deliver items within seven (7) working days.