



## TENDER NOTICE AND INVITATION TO TENDER

Tenders are hereby invited for the project as listed below in Emalahleni Local Municipality.

NO	PROJECT NO.	PROJECT NAME	DATE ADVERTISED	CLOSING DATE
1	ELM/2/04/2024T	APPOINTMENT OF A PANEL OF CIVIL ENGINEERING PROFESSIONAL SERVICE PROVIDERS FOR PREPARING BUSINESS PLAN, FEASIBILITY STUDY, PRELIMINARY DESIGN, DETAIL DESIGN, TENDER DOCUMENTATION AND CONSTRUCTION MONITORING OF SMALL TOWNS REVITALISATION (STR) PROGRAMMES/ PROJECTS FOR A PERIOD OF 3 YEARS AS WHEN REQUIRED.	05 APRIL 2024	08 MAY 2024 AT 12:00PM

Bid documents will be available from the **05 April 2024** on the Emalahleni Local Municipality Municipal Website: [www.emalahlenilm.gov.za](http://www.emalahlenilm.gov.za) and **E-TENDER PORTAL**.

Project enquiries shall be directed to **Ms. B Mdingi: PMU Manager 071 831 3148 / at mdingib@emalahlenilm.gov.za** during normal office hours (08h00-16h30) and all bidding enquiries shall be directed to **Mr S Xinti on 066 223 2225/ at xintis@emalahlenilm.gov.za** during normal office hours (08h00-16h30).

Completed bids and supporting documentation, placed in a sealed envelope clearly written on the outside as per the bid document, must be dropped in the marked bid box placed at the reception of the Emalahleni Local Municipality offices at 37 Indwe Road in Lady Frere not later than **12h00 pm on the dates as mentioned above**, all the received bids will be opened in public

**BIDS WILL BE EVALUATED ON THE BASIS OF RESPONSIVENESS FIRST THEN FUNCTIONALITY AND ONLY RESPONSIVE BIDS WILL BE EVALUATED ON PRICE AND SPECIFIC GOALS AT 80/20 POINTS BASIS AS INDICATED FROM THE BELOW TABLE.**

**FUNCTIONALITY: 100 points, Minimum qualifying points will be 70 for further evaluation**

**CRITERIA FOR EVALUATING FUNCTIONALITY**

FUNCTIONALITY	POINTS ALLOCATION
Stage 1	
Experience	40
Expertise	25
Organization, logistics and support resources	5
Professional Indemnity Insurance	5
Approach, and Work Plan Paper	10
Detailed Programme (Grant Chart)	5
Methodology	10
<b>TOTAL</b>	<b>100</b>

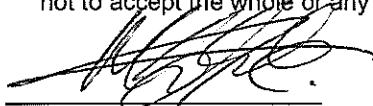
**SPECIFIC GOALS**

CATEGORY	VERIFICATION METHOD	Weighting
Women ownership ≥ 50%	ID copies of Directors, Company registration, CSD report and, Shareholder certificates	10
Youth ownership ≥ 50%	ID copies of Directors, Company registration, CSD report and, Shareholder certificates	10
<b>TOTAL POINTS</b>		<b>20</b>

**BIDDERS SHALL TAKE NOTE OF THE FOLLOWING:**

- Bidders will be adjudicated in accordance with the Municipality Supply Chain Management Policy and the Specific Goal Preferential Procurement will be based on the 80/20 points system.
- The Validity period is **120** days from the closing date of bids.
- **Submit a company registration certificate (C.K document).**
- **Bidders must submit a Tax Compliance Status document with Pin issued by South African Revenue Services (SARS).**
- In the case of partnerships/ consortiums/ joint venture agreement, signed agreement must be submitted with the tender document (attached to Schedule 2); and All parties/partners to the partnership/ consortium/joint venture agreement must be registered on the Central Supplier Database
- **Submit all director's certified ID copies as reflecting on the company registration document.**
- **Submit proof registration of Full Central Supplier Database Report.**
- All municipal rates and taxes of the supplier must be paid where the business has its head or regional office. Latest billing clearance certificate or Municipality account statement not older than 3 months must be submitted with the bid, or if the property is being leased then lease agreement must be attached, failure to do so will result in the bid being disqualified.
- Fully Completed Tender Forms i.e., Form of Offer, all returnable **MBDs** –Part of the tender document. Return all returnable documents to the employer after completing them entirely by writing legibly in non – erasable ink.
- **BANK RATING CODE A, B, C OR D NOT OLDER THAN 12 MONTHS MUST BE ATTACHED AND FAILURE TO DO SO WILL RESULT IN THE BID BEING DISQUALIFIED.**

- **BIDDERS ARE REQUIRED TO SUBMIT THE ANNUAL FINANCIAL STATEMENTS FOR THE PAST THREE FINANCIAL YEARS OR SINCE THEIR ESTABLISHMENT IF ESTABLISHED DURING THE PAST THREE YEARS.**
- Only the original tender document will be accepted.
- All certified documents must not be older than three (03) months.
- All other pre-requisites as detailed in the bid documents shall apply.
- Failure to complete all the supplementary information will result in bidder being deemed non-responsive. However, the municipality reserves the right to request supplementary information for pre-evaluation purposes.
- Late, telegraphic, facsimile, incomplete or unsigned bids will not be considered.
- Emalahleni Local Municipality does not bind itself to accept the lowest or any bid and reserves the right not to accept the whole or any part of the bid.



**Mr. M Lehlehlia**  
**Acting Municipal Manager**