

EMAKHAZENI LOCAL MUNICIPALITY



PANEL OF SERVICE PROVIDERS FOR THE SUPPLY AND DELIVERY OF TYRES, TUBES, WHEEL ALIGNMENT, BALANCING, TYRE REPAIR SERVICES AND BATTERIES FOR A PERIOD OF THREE YEARS

ELM 23-24/04/01

TENDER

EMPLOYER:

EMAKHAZENI LOCAL MUNICIPALITY

25 Scheepers Street

Belfast

1100

Tel: (013) 253 7600

Fax: (013) 253 1696



**PANEL OF SERVICE PROVIDERS FOR THE SUPPLY AND DELIVERY OF TYRES, TUBES, WHEEL ALIGNMENT, BALANCING, TYRE REPAIR SERVICES AND BATTERIES FOR A PERIOD OF THREE YEARS
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T1.1 TENDER NOTICE AND INVITATION TO TENDER

Bid documents will be obtainable on payment of **cash non-refundable document fee of R1500.00 per document** from the offices of the Emakhazeni Local Municipality, 25 Scheepers Street, Belfast during office hours from 07H45 to 12h30 and 13h00 to 15h00 weekdays, or EFT payment made into the following bank account: **FNB Current Account Number 62028195510 Branch Code 270351, Tender Reference number (Project Number and Company Name), the document can only be obtained from our municipal offices** at 25 Scheepers Street, Belfast.

Tenders are to be completed in black ink and completed in accordance with the conditions and rules contained in the tender documents. The tenders and relevant documents must be sealed in an envelope and externally endorsed with **Project No; and Description;** and be deposited in the Tender Box, Ground Floor, Emakhazeni Local Municipality, 25 Scheepers Street, Belfast, Mpumalanga. **The Tenders shall remain valid for a period of 90 days from the closing date.** Telegraphic, telephonic, fax, telex e-mail or late tenders will not be accepted.

Project number	Description	Availability of Tender document	Closing Date	Functionality %	Price	Contact person
ELM 23-24/04/01	PANEL OF SERVICE PROVIDERS FOR THE SUPPLY AND DELIVERY OF TYRES, TUBES, WHEEL ALIGNMENT, BALANCING, TYRE REPAIR SERVICES AND BATTERIES FOR A PERIOD OF THREE YEARS	Monday, the 22 nd of April 2024	Friday the 24 th of May 2024 at 12h00	70%	R1 500,00	Procurement enquiries: Joas Madiope at 013 253 7601 joas.madiope@emakhazeni.gov.za Technical enquiries: Eugen Malungana at 013 253 7600 eugen.malungana@emakhazeni.gov.za

Tenders will be evaluated in terms of the Supply Chain Management policy of the Emakhazeni Local Municipality aligned to Municipal Supply Chain Management Regulations. The method for evaluation of service providers is based on functionality. Company Registration Number and tax compliance status PIN to enable the municipality to verify the bidder's tax compliance status must be attached. Service providers must be registered at central supplier database (CSD).

NOTE TO BIDDERS ON BID CONDITIONS:

- The Supply Chain Management Policy of Emakhazeni Local Municipality will apply. The Council reserves the right not to accept the lowest bid or any bid and reserves the right to accept the whole or part of the bid, or to reject all bids and cancel the notice to bid.
- Bids that are submitted late, incomplete, unsigned or by facsimile, electronically or not completed in black ink will be rejected and not accepted for further evaluation.
- Members or Directors of Companies or Service Providers who are state employees are not allowed to bid or quote.
- Bids submitted are to be valid for a period of 90 days.

**MR. J.W. SHABANGU
MUNICIPAL MANAGER
EMAKHAZENI LOCAL MUNICIPALITY**



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Evaluation of Tenders

The Tenderers notice is drawn to the fact that the evaluation, adjudication and awarding of this tender will be in terms of ELM Supply Chain Management Policy which entails the balance between Financial Offer, Quality and preferences on 80-20 points system will be adopted.

Received Responsive bids will be evaluated based on the following criteria:

Stage 1 – Completeness & Functionality

Stage 2 – Price and Specific goals Points (Quotation Process)

FUNCTIONALITY POINTS:

Bid Evaluation Criteria		Maximum Points	Elimination Factor
A. Relevant Experience on the similar contract (attach Appointment letters and Signed Reference letters)		20	YES
• 7 and above - Appointment letters and contactable reference letters for similar contracts	20		
• 4-6 Appointment letters and contactable reference letters for similar contracts	15		
• 1-3 Appointment letters and contactable reference letters for similar contracts	10		
B. Accreditation with professional body		30	YES
• Accreditation with Retail Motor Industry Organisation (RMI) <i>(Attach accreditation certificate)</i>	15		
• TEPA Accreditation <i>(Attach accreditation certificate)</i>	15		
C. Fitment Centre (Physical address)		20	YES
• Owned (attach current up to date municipal rates and taxes statement of the fitment centre)	20		
• Leased (attach a valid lease agreement with an up-to date municipal rates and taxes statement of the Lessor / Fitment Centre)	10		
D. Warranty for batteries		20	YES
• 24 months warranty for all supplied batteries (Letter of warranty commitment must be provided)	20		
E. Location of the fitment centre		10	NO
• Fitment centre is located within Emakhazeni Local Municipality	10		
• Fitment centre is located within Nkangala District Municipality	7		
• Fitment centre is located within Mpumalanga	4		
Attach proof (Municipal Water and Lights/ utility bill)			
TOTAL		100	

1. The minimum qualifying score for functionality is 70%)
2. Bidders who scored (70%) or more on functionality will qualify for further evaluation on preferential points system.



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C2.1. SCOPE OF WORK

DESCRIPTION OF THE GOODS

- The supply contract involves the supply and delivery of tyres, tubes, wheel alignment, balancing, tyre repair services and batteries for a period of three years from the date of appointment.
- The goods shall be supplied as and when an order is issued by the purchaser.

STAGE ONE (01)

EVALUATION WILL BE BASED ON COMPLETENESS, ATTACHMENT OF ALL REQUIRED RETURNABLE DOCUMENTS AND FUNCTIONALITY.

STAGE TWO (02)

SERVICE PROVIDERS WILL BE APPOINTED TO SUPPLY THE ITEMS STATED ON THE BELOW BOQ ON AN AS AND WHEN RERUIRED BASIS.

THE APPOINTED SERVICE PROVIDERS WILL BE REQUIRED TO SUBMIT A QUOTATION FOR THE ITEMS STATED ON THE BOQ BELOW AS AND WHEN REQUIRED.