

NDLAMBE MUNICIPALITY



TENDER DOCUMENT

TENDER 14/2324

OPERATION, MAINTENANCE AND MANAGEMENT OF LANDFILL SITES

NAME OF BIDDER	:
BIDDERS CSD NO.	:
CONTACT PERSON	:
TELEPHONE NO. :	
EMAIL ADDRESS :	
PHYSICAL ADDRESS	:
	
	

Closing date: Monday, 22 July 2024 at 12:00



NDLAMBE MUNICIPALITY
TENDER 14/2324

**INVITATION TO TENDER - OPERATION, MAINTENANCE AND
MANAGEMENT OF LANDFILL SITES**

Ndlambe Municipality hereby invites experienced service providers to submit tenders for the **APPOINTMENT OF A SERVICE PROVIDER FOR THE 24 HOUR OPERATION, MAINTENANCE AND MANAGEMENT OF PORT ALFRED, ALEXANDRIA, BATHURST AND BOKNES LANDFILL SITES** for a period of 3 (THREE) years.

Landfill site management services are required at each of the following sites:

1. **PORT ALFRED (SANTA) LANDFILL SITE**
2. **BATHURST LANDFILL SITE**
3. **ALEXANDRIA LANDFILL SITE**
4. **BOKNES TRANSFER SITE**
5. **SEAFILED TRANSFER SITE**

The requirements and specifications consist, *inter alia*, of the following:

1. Operations and maintenance work (detailed scope of works in Tender Returnable document)

- Daily solid waste handling and the recording of information;
- Daily importing of cover material;
- Daily clearing of waste spillages and wind-blown litter;
- Maintenance of existing facilities and infrastructure;
- The construction of new cut-off drains and berms;
- Monthly reporting daily waste tonnage received and climatic data;
- Control and management of reclamation activities;
- Monthly labour statistics;
- Monthly reports by a Professional Engineer or Technologist;
- Provision and operation of plant at the sites.
- Ensure compliance, at all times, with landfill site conditions as per license(s) issued by DEDEAT.

2. Fire monitoring services

24 Hour (7 days per week) fire monitoring, prevention and control on site – **bidders are expected to subcontract this service to duly qualified local service provider(s).**

3. Security Services

The provisions of 12 hour security at the Landfill Sites - **bidders are expected to subcontract this service to duly qualified PSIRA registered local service provider(s).**

Fully detailed requirements and deliverables are set out in the returnable Tender Document.

EVALUATION

Bids will be evaluated on compliance to specifications and functionality as follows (the detailed requirement matrix is set out in the returnable document).

Functionality Criteria Description (detailed specifications and criteria in Tender returnable document)	Maximum Points
Maximum Points	100
• Plant (For the Landfill Sites as per the scope of work in the returnable document)	20
• Work Experience as Landfill Site Operator	40
• Project Manager:	10
• Environmentalist:	5
• Full Time Site Manager:	10
• Site Specific Operational Plan	10
• Member of the Institute of Waste Management of South Africa	5
TOTAL	100

Bidders are to obtain a minimum functionality score of 80% to pass to the price/specific goals calculation stage. Bidder proposals not achieving a functionality score of at least 80 points will NOT go forward to the Price/Specific Goals points calculation stage of the evaluation process.

A COMPULSORY Tender Clarification Meeting will be held as follows:

- Venue: **Civic Center / Supper Room, Cause way street Port Alfred**
- Date:... **Thursday, 27 June 2024**
- Time: **10:00**

Prospective tenderers who arrive more than 15 minutes late will not be allowed to attend the abovementioned meeting and any bids received from bidders that did not attend the compulsory clarification meeting will be disqualified from the evaluation process.

Bidders shall take note of the following BID CONDITIONS:

1. Prices must be valid for at least ninety (90) days from the closing date.
2. Prices quoted must be firm and must, where applicable, be inclusive of VAT.
3. Ndlambe Municipality does not bind itself to accept the lowest bid or any other bid and reserves the right to accept the whole or part of the bid.
4. An original tax clearance certificate issued by SARS must accompany all tenders OR a tax reference number and PIN or TCC number must be provided. Tax status will also be verified against the Central Supplier Database (CSD)
5. Evidence of registration of company on the Central Supplier Database must be provided (CSD "MAAA" number).
6. Bidders must complete the following forms, which are included in the returnable document:
 - o Declaration of Interest (**MBD4**).
 - o **Declaration for procurements above R5 million (VAT INCLUDED) (MBD 5)**
 - o Certificate of Independent Bid Determination (**MBD9**).
 - o Declaration of Bidder's Past Supply Chain Management Practices (**MBD8**).
7. Bidders who wish to claim for preferential points for Specific Goals in terms of the Preferential Procurement Policy of Council and the Preferential Procurement Regulations, 2022, must submit a completed form **MBD 6.1** (included in the returnable document) as well as a **certified copy** of the proof of B-BBEE status level of contribution as follows:
 - o In the case of an **Affidavit**, both the Commissioner of Oaths stamp for the Affidavit itself (the "commissioning") **AND** a "true copy" stamp (which certifies the document as being a true copy of the original) are required i.e. **TWO stamps are required**.
 - o In the case of a **B-BBEE Certificate**, only a "true copy" stamp and signature (which certifies the document as being an accurate copy) is required i.e. **ONE stamp is required**.
8. Bidders are required to submit:
 - o audited annual financial statements for the past three years; or since establishment, if established during the past three years.
 - o particulars of any contracts awarded to the bidder by an organ of state during the past five years, including particulars of any material non-compliance or dispute concerning the execution must be declared of such contracts.
 - o A statement indicating whether or not any portion of the goods or services required by the municipality are expected to be sourced from outside the Republic, and, if so, what portion and also whether or not any portion of the payment to be made by the municipality is expected to be transferred out of the Republic.
9. A Municipal Billing Clearance Certificate, which covers, if applicable, both the company and its directors, must accompany all bids (included in the returnable document).
10. It should be noted that the 80/20 preferential points system will be applied, 80 being for price and 20 for Specific Goals as defined in the Preferential Procurement Policy.
11. The award will be made in terms of the Municipality's Preferential Procurement and Supply Chain Management Policies.
12. Documents are to be completed in full and in accordance with the conditions and bid rules contained in the bid documents.

To ensure that tenders are not exposed to invalidation, documents are to be completed in accordance with the conditions and bid rules contained in the bid documents. The returnable tender document, which includes full details of the specifications, is available for download, **free of charge**, from Ndlambe Municipality's website <https://ndlambe.gov.za/web/returnable-bid-documents/>

N.B. Bidders requiring a hard copy to be supplied by the municipality must pay a non- refundable tender deposit of R120-36 inclusive of VAT. In the latter case, the original receipt should be attached to the submitted tender document.

BIDS MAY ONLY BE SUBMITTED ON THE BID DOCUMENTATION ISSUED BY NDLAMBE MUNICIPALITY.

Tender documents may be collected from the Supply Chain Management office at Ndlambe Local Municipality Offices, 44 Campbell Street, Port Alfred, 6170 from **20 June 2024** (office hours 08h00 until 16h00).

Late submitted, unmarked, faxed, falsified, incomplete or e-mailed proposals will not be considered and will be disqualified. Completed Tender documents, supporting documents and externally endorsed documents must be placed in a sealed envelope marked "**T14/2324 OPERATION, MAINTENANCE AND MANAGEMENT OF LANDFILL SITES**" and deposited in the Tender Box at the Supply Chain Management Offices, 44 Campbell Street, Port Alfred not later than 12h00 on **22 July 2024**. Tenders will be opened at the Supply Chain Management Unit at 12h05 on the same day.

N.B. ENVELOPES NOT MARKED AS INDICATED ABOVE WILL NOT BE OPENED AND SUCH BIDS WILL BE DISQUALIFIED.

Further technical details may be obtained from Mr F Fouche at Tel: 046 604 5527 ffouche@ndlambe.gov.za

NOTICE NUMBER: 123/2324
20 June 2024

ADV R. DUMEZWENI
MUNICIPAL MANAGER

NOTICE BOARDS, WEBSITE, TALK OF THE TOWN

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INVITATION TO BID (MBD 1)

YOU ARE HEREBY INVITED TO SUBMIT A PROPOSAL FOR T14/2324 – APPOINTMENT OF A SERVICE PROVIDER FOR THE 24-HOUR OPERATION, MAINTENANCE AND MANAGEMENT OF PORT ALFRED, ALEXANDRIA, BATHURST AND BOKNES LANDFILL

BID NUMBER: TENDER 14/2324

CLOSING DATE: 22 July 2024

CLOSING TIME: 12H00

THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM

BID DOCUMENTS TOGETHER MUST BE DEPOSITED IN THE CORRECT BID BOX SITUATED AT:

NDLAMBE MUNICIPALITY tender box on the 1st Floor, Supply Chain Management office, 44 Campbell Street, Port Alfred.

Bidders should ensure that bids are delivered timeously to the correct address and placed in the bid box. If the bid is late, or if it is deposited in an incorrect box it will not be accepted for consideration.

The physical bids must be submitted during office hours, namely 08H30 to 16H00 Monday to Friday.

ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL TENDER DOCUMENTATION PROVIDED BY THE NDLAMBE MUNICIPALITY.

THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT

NB: NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE (as defined in Regulation 1 of the Local Government: Municipal Supply Chain Management Regulations)

1. GENERAL REQUIREMENTS

- 1.1 The Ndlambe Municipality wishes to invite service providers to submit bids for the **Tender 14/2324 – OPERATION, MAINTENANCE AND MANAGEMENT OF LANDFILL SITES.**
- 1.2 The bidder is required to furnish full details requested on the bid forms.
- 1.3 The bidder is requested to furnish all relevant information not entertained on the form of bids under separate cover which shall form part of the bid.

2. CONTACT PERSON FOR QUERIES

Name : Mr. Lizo Mohapi
Telephone: 046 604 5639
Email : tenders@ndlambe.gov.za

Project Manager: Fanie Fouche
Telephone: 046 604 5527
Email : ffouche@ndlambe.gov.za

3. TERMS AND CONDITIONS

3.1 Confidentiality

All materials, specifications, service level requirements detailed information and everything else supplied with this request for the bid remains the property of the Ndlambe Municipality and may be recalled if deemed necessary.

With reference to the POPI Act all personal information will be treated with the strictest confidentiality and will not be used for any unnecessary processing not related to the tender in question.

3.2 Contractual obligations

The request for bid does not constitute a contract nor does it create an obligation on the part of the Ndlambe Municipality to purchase services, products or equipment from any vendor submitting a bid.

3.4 Response to Questions

Where appropriate, questions should be answered explicitly by providing specific details requested.

Bidders selecting to omit any of the required information or who do not follow the specified format will be disqualified from the bid process.

Should additional information be required by Ndlambe Municipality, bidders may be approached to provide more details, including aspects not specifically covered in this request for bids.

Please ensure that the documentation required is completed in full and signed, **failure to complete the tender document in full, placement of signature where required, and commissioning may render the bid non-responsive.**

3.5 Ambiguities

It must be noted that if there are any ambiguities found in this bid document, it is the responsibility of the bidder to clarify any such ambiguities before the closing of queries. If any ambiguities are noted during the bid evaluation process, the Bid evaluation committee shall make a determination on interpretation of the ambiguity.

3.6 Use of Bidders information

Under the POPI Act, by submission of this bid, the bidder hereby provides consent to the municipality to utilize information and data sources available to confirm the information provided by bidders and obtain any other relevant information to ensure compliance with applicable procurement regulations. The municipality will treat the bidders' information with confidentiality and access only the information that is required for evaluation and procurement processes.

I _____(bidder's nominated representative)
grant the Ndlambe Municipality permission to utilize information and data sources available to confirm the information provided by our enterprise and obtain any other relevant information to ensure compliance with applicable procurement regulations.

3.7 Award Processes

Bidders are advised that any information relating to the bid award process (including the correspondence related to intentions to appoint) will only be issued by the Supply Chain Management office.

THIS BID DOCUMENT WILL ONLY BE ACCEPTED IF IT IS COMPLETED IN BLACK NON-ERASABLE INK.

SCOPE OF WORKS

SPECIFICATIONS FOR THE OPERATION, MAINTENANCE AND MANAGEMENT OF

LANDFILL SITES

1. SCOPE OF WORK

This specification covers the requirements for the operation, maintenance of the Port Alfred, Alexandria, Bathurst Landfill site as well as Boknes and Seafield Transfer Sites. It gives a general description of the site and the facilities available and covers the day-to-day requirements for receiving, depositing, spreading, compacting, composting and covering waste and the maintenance of the facilities on the site to ensure an effective operation in accordance with the conditions of the operating permit issued therefore.

The scope of work will include but will not be limited to the day-to-day operations and maintenance of the existing sites, for the duration of 3 years, all in accordance with the *Minimum Requirements for Waste Disposal by Landfill, 2nd Edition, 1998*.

Where the maintenance of the existing sites will require construction related services, the appointed service provider shall ensure that the works are completed by a service provider with the relevant CIDB grading in the correct class of works, which will be approved by the municipality.

2 INTERPRETATION

2.1 Definitions

Builder's rubble	Pieces of masonry, concrete, etc., resulting from construction, repair and demolition operations, without reinforcing steel, uncontaminated with general waste and with a maximum particle size of 300mm.
Builder's rubble	Pieces of masonry, concrete, etc., resulting from construction, repair and demolition operations, without reinforcing steel, uncontaminated with general waste and with a maximum particle size of 300mm.
Bulky waste	Items, such as motor car bodies, fridges, etc., whose large size precludes or complicates their handling by normal collection, processing or disposal methods.
Cell	A body of waste which has been placed between waste berms covered with soil, soil berms or builder's rubble berms, compacted and enclosed by cover material.
Clean greens	Compostable waste derived from garden waste (gardens and parks), which has not been mixed with other waste categories.
Commercial waste	Solid waste generated by stores, offices and other activities not involved in manufacture.
Compaction density	The mass of a body of solid waste divided by the volume (after compaction) occupied by that same body of waste.
Compaction ratio	The ratio of the volume of loose waste to the volume of the same waste after placement and compaction.
Compost	Organic waste that has undergone controlled microbial degradation, to produce a contaminant/nuisance free product of potential value as a soil conditioner.
Contractor's enclosure	An area allocated to the contractor for his/her own use in connection with the contract including the storage of equipment and plant.

Cover material	Soil or other suitable material that is used for enclosing a body of compacted waste and may include builder's rubble
Daily cell	As with "cell", with the size being determined by the mass of waste disposed of in a single day, as well as by the number of vehicles delivering waste.
Domestic waste	Solid waste that originates in a residential environment.
Employer	The employer will be the Ndlambe Local Municipality.
Engineer	A suitably qualified person who may from time to time be appointed by the employer to act on his/her behalf.
Garden waste	Plant clippings, pruning and other discarded material from gardens in a municipal area.
Hazardous waste	An inorganic or organic element or compound that, because of its toxicological, physical, chemical or persistency properties, may exercise detrimental acute or chronic impacts on human health and the environment.
Industrial waste	Non-toxic and non-hazardous solid waste that result from industrial processes and manufacturing.
Landfill gas	Typically malodorous gases generated during the decomposition of waste.
Leachate	The contaminated aqueous liquid which results when water percolates through decomposing waste, and which may migrate from a landfill site and represent a pollution threat.
Lift	A completed layer of one cell in height and usually comprising numerous adjacent cells.
Methane gas	A major component of landfill gas generated in the methanogenic phase of waste composition. Where methane concentrations reach between 5% and 15% of atmospheric gas, landfill gas represents an explosion hazard, as well as a potential health risk.
MRF	Materials Recovery Facility
Notifiable waste	Waste, whether dry or liquid, that is potentially toxic or hazardous, and that requires special handling to avoid illness or injury to persons or damage to property (also refer to "Minimum Requirements for Waste Disposal by Landfill, 1998").
Paper pulp waste	Waste formed during the re-pulping and de-inking of waste paper for conversion of the resulting pulp into a number of products. The short fibres together with impurities such as glue, ink and other materials associated with the waste paper, are separated and end up as waste.
Radioactive waste	Waste with a specific activity of more than 74 becquerels per g (Bq/g) and total activity more than 3,7 kBq(0,1uCi). Disposal of radioactive wastes in a landfill is prohibited.
Safe disposal	The process whereby spoilt foodstuff or condemned products may be disposed of on the landfill under supervision of the health inspector and/or site supervisor.
Salvaging	The controlled and/or uncontrolled process of recovering any material, gas, compost, or other matter from the waste for benefit.
Sanitary landfill	A method of disposing of refuse on land without causing nuisances or hazards to public health or safety, by utilising the principles of engineering to confine the refuse to the

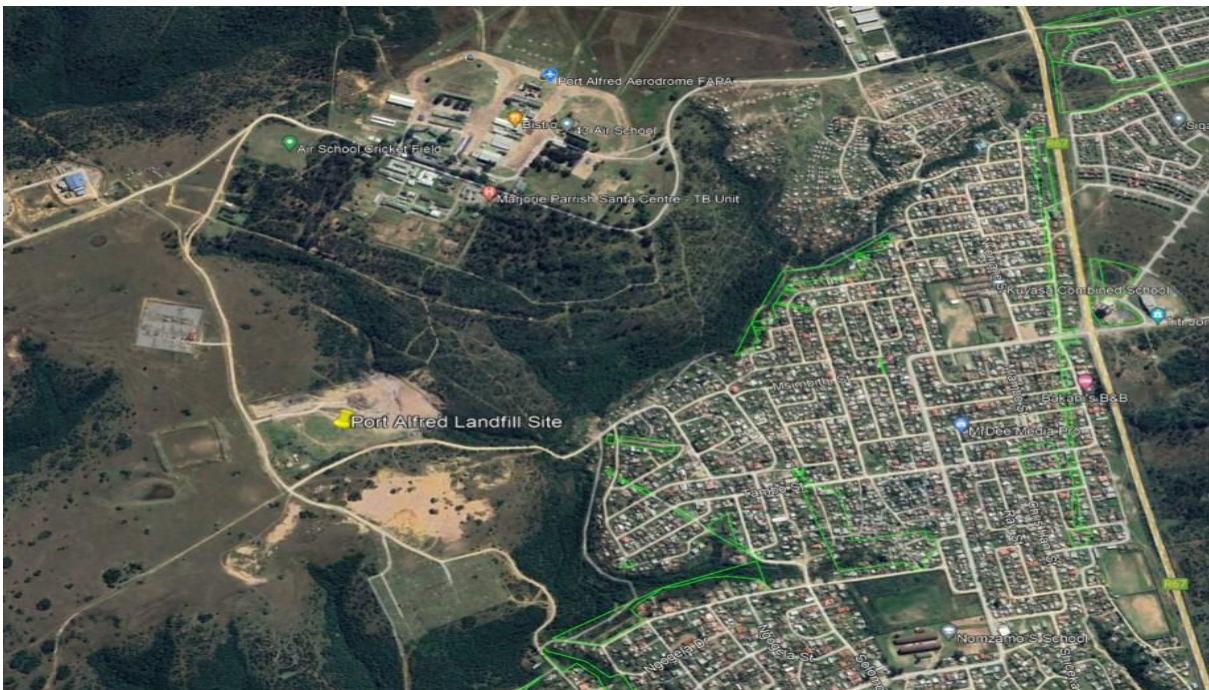
smallest practical area, to reduce it to the smallest practical volume, and to cover it with a layer of soil or other suitable material at the conclusion of each day's operations, or at such more frequent intervals as may be deemed necessary.

- Solid waste Useless, unwanted or discarded material with insufficient moisture content to represent free-flowing sludge or to generate free liquid.
- Ton 1 000kg.
- Institutional, Solid waste originating from educational, hospital, health care or Medical waste research facilities.
- Waste to cover ratio The ratio of volume of compacted waste to volume of cover material.
- Working face That portion of the disposal site where waste is discharged before being compacted and enclosed by cover material.

3. DETAILS OF THE SITES

3.1 Port Alfred Landfill Site

The Port Alfred Landfill Site is situated West to the Nkwenkwezi Township and south of the Marjorie Parrish TB Hospital and Air School.



Position of Site	33°34'7.61"S 26°52'39.73"E
Volumes Received 2018 - 2019	813.0 Tons (9 756 / Year)
Service Area	Port Alfred, Portion of Kenton-on-Sea and Seafield
Estimated Size of Site	68 250 m ²
Estimated Remaining Life of the Site	4 Years
Permit	Yes
Groundwater Monitoring	No
Gas Monitoring	No

The operations and maintenance work consist of the following:

- 1) Daily receiving, depositing, spreading, compacting, and covering of the solid waste and garden greens;
- 2) Importing of cover material sourced by the bidder;
- 3) Clearing of waste spillages and wind-blown litter on a daily basis;
- 4) 24 Hour Fire prevention and control on site by the contractor; (with assistance from the Ndlambe Fire department as and when required)
- 5) Management of surface water on site, testing and report quarterly
- 6) Installation of 4 x gas probes and testing of gas emigration;
- 7) The maintenance and if needed replacement of existing facilities and infrastructure as follows:
 - All infrastructure e.g. buildings
 - weighbridge;
 - internal roads; external access roads;
 - storm water channels and berms;
 - boundary fence; wet weather cell;
 - The construction of new cut-off drains and berms as necessary.
- 8) Monthly reporting on the following:
 - daily waste tonnage received;
 - daily climatic data which consists of rainfall and A-pan evaporation;
 - Remaining airspace (done by survey);
 - monthly waste volume estimate.
- 9) The provision of 24 hour security to the Landfill Site (1 Guard during the day and 1 guard during the night);
- 10) Control and management of reclamation activities to ensure compliance with permit conditions;
- 11) Monthly labour statistics;
- 12) Monthly report by a Professional Engineer or Technologist regarding the site volumes, airspace, site utilization and site models;
- 13) Disposing and covering towards end levels at per the End Use Plan.

Plant on Site

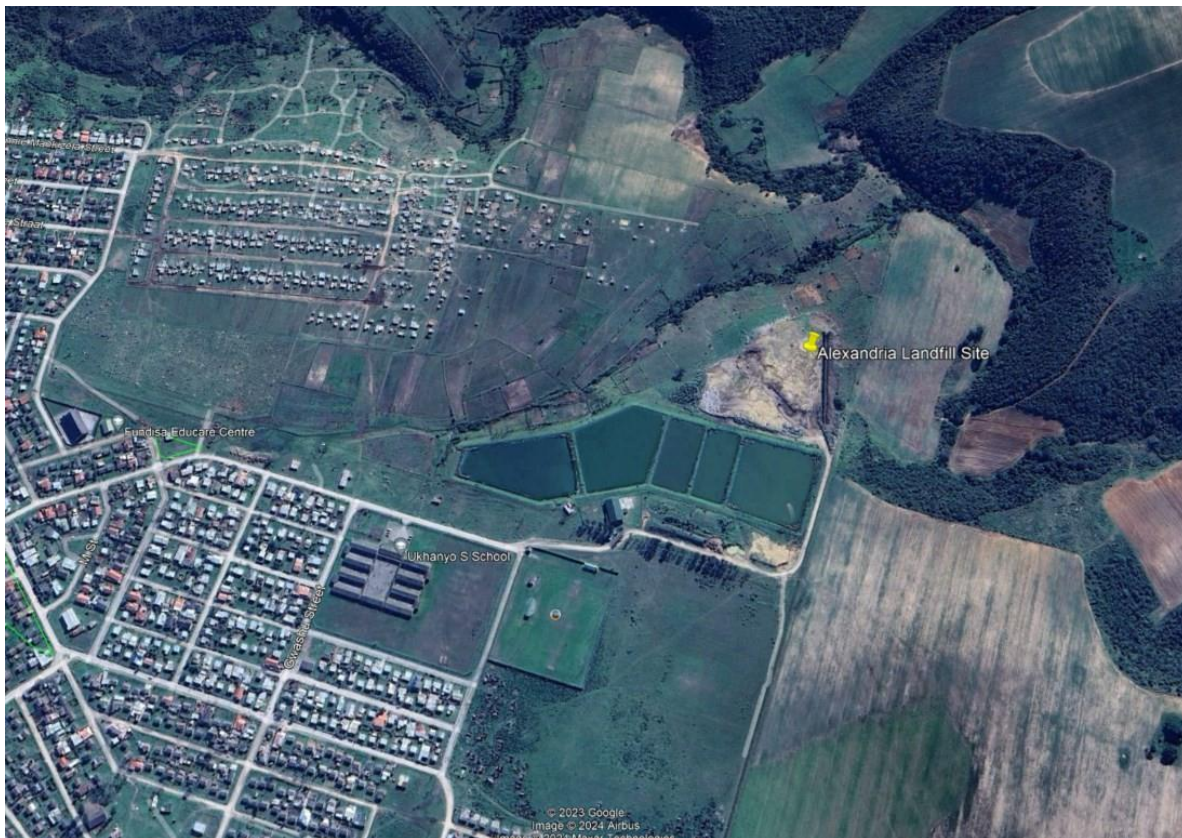
Item	Number of Plant	Remarks
D4 (Based in PA but shared when needed on other sites)	1	Full Time
4x4 TLB	1	Full Time
6 m ³ Tipper	1	Full Time
1 ton Light Delivery Vehicle	1	When Needed
LDV Vehicle with fire fighting equipment	1	Full time

Personal on Site

Item	Number	Remarks
Site Manager	1	Part Time
Assistant Manager	1	Full Time
Gate Controller	1	Full Time
Operators	2	Full Time
Spotters (fires)	2	Full Time
Security	1 Day & 1 Night	Full Time

3.2 Alexandria Landfill Site

The Alexandria Landfill site is situated next to the wastewater treatment plant, east of Alexandria township.



Position of Site	33°39'31.42"S 26°26'3.56"E
Volumes Received 2018 - 2019	438.15 Tons (5 257.80 / Year)
Waste Types	Domestic / Garden Greens / Building Material
Service Area	Alexandria and Portion of Kenton-on-Sea
Estimated Size of Site	24 252m ²
Estimated Remaining Life of the Site	3.5 Years
Permit	Yes
Groundwater Monitoring	No
Gas Monitoring	No

The operations and maintenance work consist of the following:

- 1) Daily receiving, depositing, spreading, compacting, and covering of the solid waste and the recording of information;
- 2) Importing of cover material located by the bidder;
- 3) Clearing of waste spillages and wind-blown litter on a daily basis;
- 4) Cleaning of wind-blown litter twice a week on the farm situated on the north, east and south of the site;
- 5) 24 Hour Fire prevention and control on site by the contractor; (with assistance from the Ndlambe Fire department as and when required)
- 6) Management of surface water on site, testing and report quarterly;
- 7) Installation of 4 x gas probes and testing of gas emigration;
- 8) The maintenance and if needed replacement of existing facilities and infrastructure as follows:
 - internal roads; External excess road;
 - storm water channels and berms;
 - boundary fence; wet weather cell;
 - The construction of new cut-off drains and berms as necessary;
- 9) Monthly reporting on the following:
 - daily waste tonnage received;
 - daily climatic data which consists of rainfall and A-pan evaporation;
 - remaining airspace (done by survey);
 - monthly waste volume estimate;
 - monthly report on detail as required by the Court Order.
- 10) The provision of 24 hour security to the Landfill Site (1 Guard during the day and 1 guard during the night);
- 11) Control and management of reclamation activities to ensure compliance with permit conditions;
- 12) Monthly labour statistics;
- 13) Monthly report by a Professional Engineer or Technologist regarding the site volumes, airspace, site utilization and site models;
- 14) Disposing and covering towards end levels at per the End Use Plan.

Plant on Site

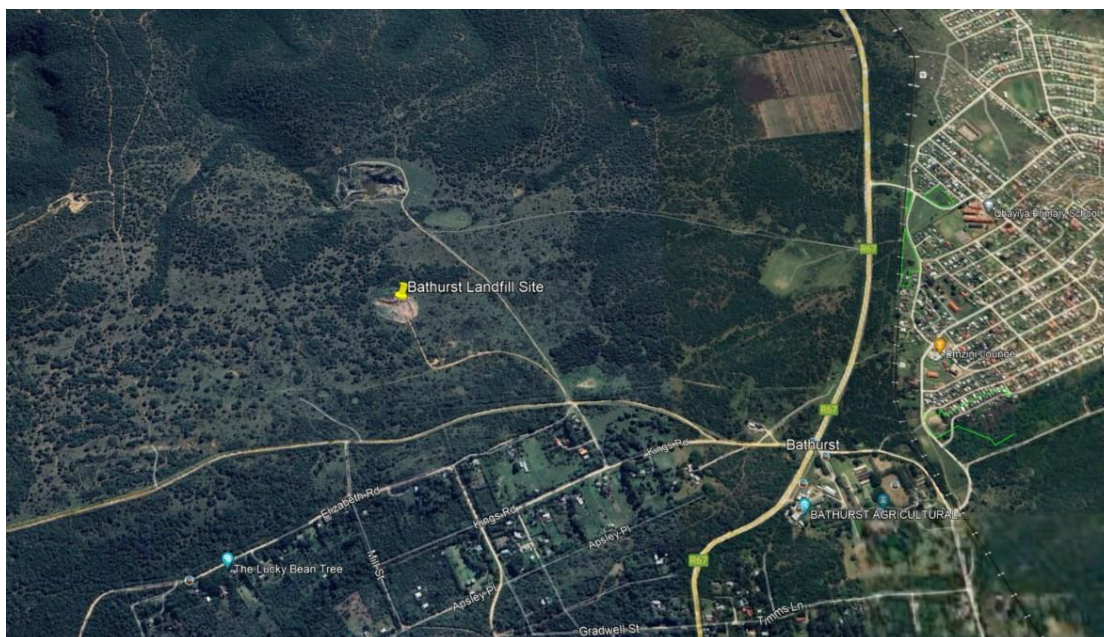
Item	Number of Plant	Remarks
4x4 TLB	1	Full time
6 m ³ Tipper	1	Full time
1 ton Light Delivery Vehicle	1	When Needed
LDV Vehicle with firefighting equipment	1	Full time

Personal on Site

Item	Number	Remarks
Site Manager	1	Part Time
Assistant Manager	1	Full Time
Gate Controller	1	Full Time
Operators	2	Full Time
Spotters (fire)	1	Full Time
Security	1 Day & 1 Night	Full Time

3.3 Bathurst Landfill Site

The Site is situated north of Bathurst and west of the Nolutkhanyo Township.



Position of Site	33°29'30.66"S 26°48'50.36"E
Volumes Received 2018 - 2019	197.8 Tons (2 373.60 / Year)
Waste Types	Domestic / Garden Greens
Service Area	Bathurst
Estimated Size of Site	13 800 m ²
Estimated Remaining Life of the Site	3 years
Permit	Yes
Groundwater Monitoring	No
Gas Monitoring	No

The operations and maintenance work consist of the following:

- 1) Receiving, depositing, spreading, compacting, and covering of the solid waste and the recording of information;
- 2) Importing of cover material;
- 3) Clearing of waste spillages and wind-blown litter on a daily basis;
- 4) The maintenance and if needed replacement of existing facilities and infrastructure as follows:
 - internal roads;
 - External excess road;
 - storm water channels and berms;
 - rubble disposal cell.
- 5) The construction of new cut-off drains and berms as necessary;
- 6) Monthly reporting on the following:
 - daily waste tonnage received;
 - daily climatic data which consists of rainfall and A-pan evaporation;
 - monthly waste volume estimate.
- 7) Control and management of reclamation activities to ensure compliance with permit conditions;
- 8) Monthly labour statistics;
- 9) Monthly report by a Professional Engineer or Technologist regarding the site volumes, airspace, site utilization and site models.

Plant on Site

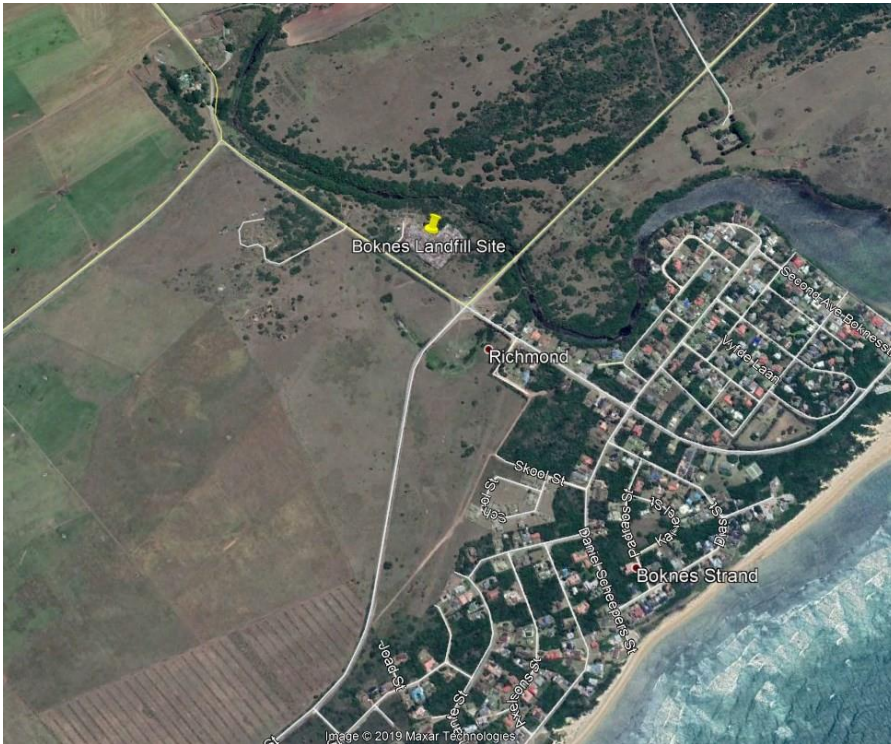
Item	Number of Plant	Remarks
4x4 TLB	1	2 Days per Week
6 m ³ Tipper	1	2 Days per Week
1 ton LDV	1	When Needed

Personal on Site

Item	Number	Remarks
Site Manager	1	Part Time
Gate Controller	1	Full Time
Operators	2	2 Days per Week

3.4 Boknes Transfer Station

The Site is situated north of Richmond and Boknes strand.



The operations and maintenance work consist of the following:

- 1) Daily receiving and stockpiling garden greens;
- 2) The maintenance and if needed replacement of existing facilities and infrastructure as follows:
 - internal roads; storm water channels and berms; boundary fence.
- 3) Monthly reporting on the following:
 - daily green waste tonnage received;
 - daily climatic data which consists of rainfall;
 - monthly waste volume estimate.
- 4) Control and management of reclamation activities to ensure compliance with permit conditions;
- 5) Monthly labour statistics;
- 6) Monthly report by a Professional Engineer or Technologist regarding the site volumes, airspace, site utilization and site models.

Plant on Site

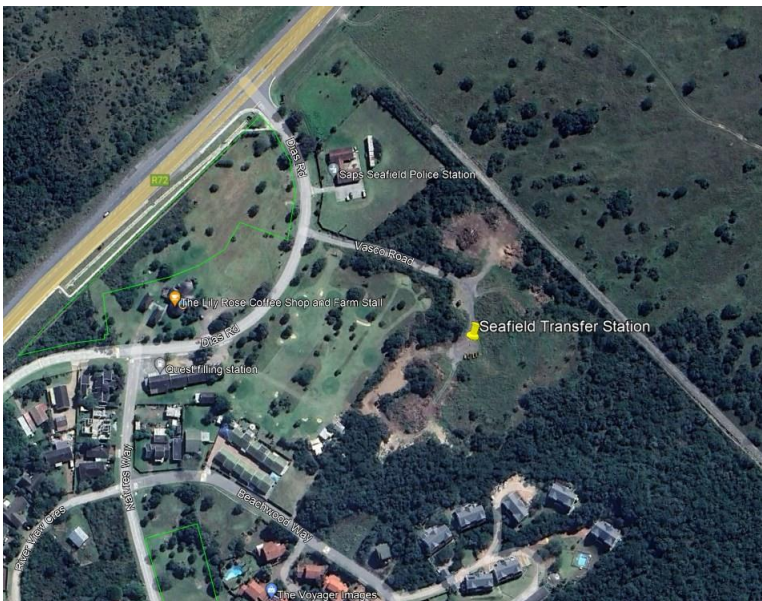
Item	Number of Plant	Remarks
4x4 TLB	1	2 Days per Week
6 m ³ Tipper	1	2 Days per Week
1 ton LDV	1	When Needed

Personal on Site

Item	Number	Remarks
Site Manager	1	Part Time
Gate Controller	1	Full Time
Operators	2	2 Days per Week

3.5 Seafield Transfer Station

The Site is situated north of Seafield next to the Police Station.



The site needs to be managed and the winning bidder need to make sure that the Seafield Transfer site is:

1. Kept clean and prevent over-subscribing of the site.
2. Garden refuse section be controlled to prevent start of fires
3. Skip bins on site need to be emptied when full in conjunction with the municipality skip bin schedule.
4. Gate controller to be placed during working hours for access control.
5. Facility be locked after hours
6. Where needed a TLB used to ensure the site is kept clean.

4 Security

The contractor must engage a PSIRA (Security Industry Regulating Authority) registered Security Company, to perform security function on a 24-hour basis. **Proof of PSIRA registration of company intended to be used as part of the operations must be provided with the tender document.**

Security personnel must be issued with reliable communication devices, self defence mechanisms or apparatus and be provided with adequate means of transport to effectively patrol the outer perimeter.

Should the contractor require further security measures to protect equipment and property, he/she may take such measures at his/her own cost and subject to the client's approval.

The security appointment will be the responsibility of the winning bidder and will be applicable to the both Port Alfred and Alexandria landfill sites only.

PERFORMANCE OF SUCCESSFUL BIDDER

The successful bidder will undergo a performance review by the Ndlambe Municipality upon delivery of each order that will assess the bidder's performance. If the successful bidder is underperforming on a continuous basis, or not meeting the service level required as per the contract, the service provider will be issued with a written notification of such poor service. Continued poor performance shall result in the termination of the contract.

Signature of the bidder.....

3. Functionality Evaluation

The bid will be subject to a functionality evaluation, to determine the technical capability of the bidder.

Bidders must obtain a minimum functionality score of 80 points out of 100 points to proceed to the Price and Specific Goals evaluation stage. Bidders failing to achieve the minimum score stated above, will be disqualified from further evaluation.

No	Description	Points	Total Points
1	<p>Full Time Plant</p> <p>a) 2 x 4x4 TLB's (One (1) for PA and One (1) Alexandria Landfill Sites) b) 2 x 6m³ Tipper Trucks (One (1) for Port Alfred and One (1) for Alexandria Landfill Sites) c) 1 x D4 Dozer (based in PA and shared between other landfill sites when required) d) 2 x Fire fighting vehicles (fully equipped) (For PA and Alexandria Landfill Sites) e) 1 ton LDV (shared between PA; Alex; Bathurst; Boknes; Seafield)</p> <p>Part Time Plant (Bathurst and Boknes; Seafield Landfill Sites)</p> <p>f) 1 x 4x4 TLBs (shared between Bathurst and Boknes; Seafield) g) 1 x 6m³ Tipper Trucks (shared between Bathurst; Boknes)</p> <p>Ownership or Lease agreement must attach logbook and licenses of each plant. The reference will be done through ENATIS on logbooks and licenses.</p>	<p>a) 4 Points b) 4 Points c) 4 Points d) 2 Points e) 2 points f) 2 points g) 2 points</p>	20
2	<p>Work Experience as Landfill Site Operator</p> <p>a) 4 projects or more b) 3 projects c) 2 projects</p> <p>Attach appointment letters and references from previous or current work.</p>	<p>a) 40 Points b) 30 Points c) 20 Points</p>	40
3	<p>Project Manager: Must be registered as Civil Engineer or Engineering Technologist with ECSA with at least 5 years' experience in solid waste management. Please attach CV and certified copies of Degree / Diploma, ECSA Certificate. (Non-submission of either of these abovementioned documents will be 0 Points.)</p>	10 Points	10
4	<p>Environmentalist: Must have an Environmental Management or relevant qualification. Please attach CV with certified copies of relevant qualifications in Environmental management. (Non-submission of either of these abovementioned documents will be 0 Points.)</p>	5 Points	5
5	<p>Full Time Site Manager: Must have at least 5 year experience in the management of landfill sites. Please attach CV with certified copies of relevant qualification. (Non-submission of either of these abovementioned documents will be 0 Points.)</p>	10 Points	10
6.	Site Specific Operational Plan	<p>10 Points – Excellent 8 Points – Very good 5 Points– Good 2 Point – Average 0 Points – Poor</p>	10
7.	Member of the Institute of Waste Management of South Africa	<p>5 Points – Member 0 Points – Non-Member</p>	5
Total			100

A bidder that scores less than 80 points out of 100 in respect of “functionality” will be regarded as submitting a non-responsive bid/ quote and will be disqualified.

INFORMATION REQUIRED FOR FUNCTIONALITY EVALUATION

The information required for the functionality evaluation must be submitted in the following format:

FULL TIME PLANT:

















1. List of plant as required for all landfill sites (Ownership or Lease agreement must attach logbook and licenses of each plant. The reference will be done through ENATIS on logbooks and licenses.).

	Project name	Owned or Leased (Attach ownership or Lease agreement)	Registration Number
1.	TLB NO 1 Port Alfred site		
2.	TLB NO 2 Alexandria site		
3.	TLB NO 3 shared between remaining landfill sites		
4.	6m ³ Tipper Trucks – No 1 Port Alfred site		
5.	6m ³ Tipper Trucks – No 2 Alexandria site		
6.	6m ³ Tipper Trucks – No 3 shared between remaining landfill sites		
7.	1 x D4 Dozer (based in PA and shared between other landfill sites when required)		
8.	Fire fighting vehicle (fully equipped) Port Alfred site		
9.	Fire fighting vehicle (fully equipped) Alexandria site		
10.	1 ton LDV shared between PA; Alex; Bathurst; Boknes; Seafield		

Where more space is required, the bidder is to provide additional information on a separate page, using the above format, with their proposal and reference it accordingly.

WORK EXPERIENCE AS LANDFILL SITE OPERATOR:

2. Provide details of previous similar projects (Attach appointment letters and references from previous or current work).

	Project name	Description of scope of work/services	Project Value in R	Contract period (Start – end date)	Institution Name and Address	Contact person and number for reference purposes
1.						  
2.						  
3.						   
4.						  
5.						  

TEAM EXPERIENCE:

3. Provide details of professional team that will be allocated to this project (Attach appointment letters and references from previous or current work).

	Team Member	Name and Surname	Highest Relevant Qualification	Number of years of Experience	Proof attached (ref page on document)
1.	Project Manager				
2.	Environmentalist				
3.	Site Manager				

Additional Functionality Requirements:

4. Provide details of membership to Institute of Waste Management of South Africa and ensure a detailed site operational plan has been submitted.

	Team Member	Yes/No	Membership Number
1.	Site Operational Plan submitted		N/A
2.	Member of the Institute of Waste Management of South Africa		

RESOLUTION OF AUTHORITY TO SIGN DOCUMENTS

Indicate the status of the tenderer by ticking the appropriate box hereunder. The tenderer must complete the certificate set out below for the relevant category.

A	B	C	D	E	F
Company	Partnership	Joint Venture	Sole Proprietor	Close Corporation	Other (Specify)

I/We, the undersigned, am/are* duly authorised to sign the Tender Form for this contract on behalf of..... (bidding entity) acting in the capacity of (Position in the Enterprise), and will sign as follows....., the Bid/Tender, and all documents and/or correspondence of this tender and any contract resulting from it on behalf of the company.

Witness 1 Signature:

Witness 2 Signature:

Chairperson's Signature:

Date:

Name of Directors/Members or Partners	Capacity	Signature	Date

Note:

This resolution must be signed by all the Directors/Members/Partners of the Bidding Enterprise. Should the number of Directors/Members/Partners exceed the space available above, additional names and signatures must be supplied on a separate page.

Alternative a resolution taken by the parties to the bidding entity may be attached to this bid, authorizing a signatory for THIS bid.

FORM OF OFFER
TENDER 14/2324 – OPERATION, MAINTENANCE AND
MANAGEMENT OF LANDFILL SITES FIRM
PRICES (PURCHASES) (MBD 3.1)

Name of Bidder:
Closing Time: 12:00 (NOON)

Bid Number: Tender 14/2324
Closing Date: 22 July 2024

TENDER WILL BE VALID FOR 90 CALENDAR DAYS

BID PRICE IN RSA CURRENCY
** (ALL APPLICABLE TAXES INCLUDED)

Having examined the bid documentation and the requirements as set out in the document, and noting the requirement that any disputes arising must be settled by means of mutual consultation, mediation (with or without legal representation) or, when unsuccessful, in a South African court of law, I/We* offer to provide the required services, as fully detailed in the bid invitation notice and this bid document, for the **fully inclusive** sum(s) as follows:

PLEASE SEE BELOW BOQ

BILL OF QTYS					
ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT (EXCL. VAT) FOR 36 MONTHS
SECTION 1 - PORT ALFRED LANDFILL SITE					
1.1	Fixed month charge for provision of Plant, Personnel and Equipment required to achieve the scope of work handled in one calendar month, including limited after hour disposal by local authorities.	Month	36		
1.2	Surface water sampling with report on quality (Biannual).	No	6		
1.3	Survey to determine waste deposition volumes (Biannual).	No	12		
1.4	Installation of 4 Gas Probes, sampling and report on gas emigration.	PC SUM			
1.5	Appointment of a Sub-contractor for security 24 hours per day (1 x day and 1 x night)	Month	36		
1.6	Appointment of a Sub-Contractor for fire prevention during the night.	Month	36		
TOTAL FOR SECTION 1 (PORT ALFERD LANDFILL SITE)					
SECTION 2 - ALEXANDRIA LANDFILL SITE					
2.1	Fixed month charge for provision of Plant, Personnel and Equipment required to achieve the scope of work handled in one calendar month, including limited after hour disposal by local authorities.	Month	36		
2.2	Surface water sampling with report on quality (Biannual).	No	6		
2.3	Survey to determine waste deposition volumes (Biannual).	No	12		
2.4	Installation of 4 Gas Probes, sampling and report on gas emigration.	PC SUM			
2.5	Appointment of a Sub-contractor for security 24 hours per day (1 x day and 1 x night)	Month	36		
2.5	Appointment of a Sub-Contractor for fire prevention during the night.	Month	36		
TOTAL FOR SECTION 2 (ALEXANDRIA LANDFILL SITE)					
SECTION 3 - BATHURST LANDFILL SITE					
3.1	Fixed month charge for provision of Plant, Personnel and Equipment required to achieve the scope of work handled in one calendar month, including limited after hour disposal by local authorities.	Month	36		
TOTAL FOR SECTION 3 (BATHURST LANDFILL SITE)					
SECTION 4 - BOKNES TRANSFER STATION					
4.1	Fixed month charge for provision of Plant, Personnel and Equipment required to achieve the scope of work handled in one calendar month, including limited after hour disposal by local authorities.	Month	36		
TOTAL FOR SECTION 4 (BOKNES TRANSFER STATION)					
SECTION 5 - SEAFIELD TRANSFER STATION					
5.1	Fixed month charge for provision of Plant, Personnel and Equipment required to achieve the scope of work handled in one calendar month, including limited after hour disposal by local authorities.	Month	36		
TOTAL FOR SECTION 5 (SEAFIELD TRANSFER STATION)					
SUMMARY					
	PORT ALFRED LANDFILL SITE	SECTION 1			
	ALEXANDRIA LANDFILL SITE	SECTION 2			
	BATHURST LANDFILL SITE	SECTION 3			
	BOKNES TRANSFER STATION	SECTION 4			
	SEAFIELD TRANSFER STATION	SECTION 5			
		SUB-TOTAL			
		ADD 15% VAT			
		GRAND TOTAL			

I the undersigned (Full Names)duly authorized thereto hereby undertake to supply all the stipulated goods to Ndlambe Local Municipality in accordance with the requirements and specifications stipulated in Tender No. 14/2324 for the OPERATION, MAINTENANCE AND MANAGEMENT OF LANDFILL SITES as per the above price/s quoted. The offer/s remains binding upon me/company/close cooperation and open for acceptance by Ndlambe Local Municipality during the validity period indicated and calculated from the closing time of bid.

TOTAL PRICE OFFER (INCLUDING VAT) PER ABOVE

R.....

Signed on thisday of..... 2024, at

..... (Place)

SIGNATURE OF AUTHORISED PERSON:

NAME OF AUTHORISED PERSON:

On behalf of the bidder (Company Name).....

WITNESS 1:

WITNESS 2:



NDLAMBE LOCAL MUNICIPALITY – MBD 4

Causeway Road
P O Box 13
Port Alfred
6170

Phone: (046) 604 5500
Fax: (046) 604 2702
tenders@ndlambe.gov.za
<http://www.ndlambe.gov.za>

1. No bid will be accepted from persons in the service of the state¹.
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.
- 3 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

3.1 Full Name of bidder or his or her representative:.....

3.2 Identity Number:

3.3 Position occupied in the Company (director, trustee, hareholder²):.....

3.4 Company Registration Number:

3.5 Tax Reference Number:.....

3.6 VAT Registration Number:

3.7 The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.

3.8 Are you presently in the service of the state? **YES / NO**

3.8.1 If yes, furnish particulars.

.....

¹MSCM Regulations: "in the service of the state" means to be –

- (a) a member of –
 - (i) any municipal council;
 - (ii) any provincial legislature; or
 - (iii) the national Assembly or the national Council of provinces;
- (b) a member of the board of directors of any municipal entity;
- (c) an official of any municipality or municipal entity;
- (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
- (e) a member of the accounting authority of any national or provincial public entity; or
- (f) an employee of Parliament or a provincial legislature.

² Shareholder" means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.

3.9 Have you been in the service of the state for the past twelve months? **YES / NO**

3.9.1 If yes, furnish particulars.....
.....

3.10 Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

3.10.1 If yes, furnish particulars.
.....
.....

3.11 Are you, aware of any relationship (family, friend, other) between any other bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

3.11.1 If yes, furnish particulars
.....
.....

3.12 Are any of the company's directors, trustees, managers, principle shareholders or stakeholders in service of the state? **YES / NO**

3.12.1 If yes, furnish particulars.
.....
.....

3.13 Are any spouse, child or parent of the company's directors trustees, managers, principle shareholders or stakeholders in service of the state? **YES / NO**

3.13.1 If yes, furnish particulars.
.....
.....

3.14 Do you or any of the directors, trustees, managers, principal shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract. **YES / NO**

3.14.1 If yes, furnish particulars:
.....
.....

4. Full details of directors / trustees / members / shareholders:

Full Name	Identity Number	State Employee Number

.....
Signature

.....
Date

.....
Capacity

.....
Name of Bidder



NDLAMBE LOCAL MUNICIPALITY – MBD 5

Causeway Road
P O Box 13
Port Alfred
6170

Phone: (046) 604 5500
Fax: (046) 604 2702
tenders@ndlambe.gov.za
<http://www.ndlambe.gov.za>

DECLARATION FOR PROCUREMENTS ABOVE R5 MILLION (VAT INCLUDED)

For all procurements expected to exceed R5 million (VAT included), bidders must complete the following questionnaire:

1 Are you by law required to prepare annual financial statements for auditing?

***YES/NO**

1.1 If yes, submit audited annual financial statements for the past three years or since the date of establishment if established during the past three years.

.....

2 Do you have any outstanding undisputed commitments for municipal services towards a municipality or any other service provider in respect of which payment is overdue for more than 30 days?

***YES/NO**

2.1 If no, this serves to certify that the bidder has no undisputed commitments for municipal services towards a municipality or other service provider in respect of which payment is overdue for more than 30 days.

2.2 If yes, provide particulars.

.....

.....

.....

3 Has any contract been awarded to you by an organ of state during the past five years, including particulars of any material non-compliance or dispute concerning the execution of such contract?

***YES/NO**

3.1 If yes, furnish particulars

.....

.....

4. Will any portion of goods or services be sourced from outside the Republic, and, if so, what portion and whether any portion of payment from the municipality / municipal entity is expected to be transferred out of the Republic?

***YES/NO**

4.1 If yes, furnish particulars

.....
.....

CERTIFICATION

I, THE UNDERSIGNED (NAME)

CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS CORRECT.

I ACCEPT THAT THE STATE MAY ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....

Signature

.....

Date

.....

Position

.....

Name of Bidder



NDLAMBE LOCAL MUNICIPALITY – MBD 6.1

Causeway Road
P O Box 13
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6170

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tenders@ndlambe.gov.za
<http://www.ndlambe.gov.za>

SPECIFIC GOALS PREFERENTIAL POINTS CLAIM FORM IN TERMS OF THE MUNICIPALITY'S PREFERENTIAL PROCUREMENT POLICY, 2023 AND THE PREFERENTIAL PROCUREMENT REGULATIONS OF 4 NOVEMBER 2022 (Gazette 47452)

This specific goals preferential points claim form is submitted with bids invited where the estimated procurement amount exceeds R30 000. It contains general information and serves as a claim form for points for **specific goals** as follows:

- Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution, and
- Bidder Locality

1. GENERAL CONDITIONS

1.1. The following preference point systems are applicable to all bids:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2. Points shall be awarded for:

- 1.2.1. Price;
- 1.2.2. B-BBEE Status Level of Contributor (Specific Goal 1); and
- 1.2.3. Locality of bidder (Specific Goal 2)

1.3. The formulae and methodologies to be applied in calculating price and specific goal points shall be those as set out in the 2022 PPPFA Regulations (the Preferential Procurement Regulations made by the Minister on 4 November 2022) 4 to 7, which formulae and methodologies are subject to amendment by the Minister from time to time.

1.4. The maximum points for this bid are allocated as follows:

#	Component	Maximum Points – value up to R50 million	Maximum Points – value above R50 million
1	Price	80	90
2	B-BBEE Status Level of Contributor	10	5
3	Locality of bidder	10	5
	Total points	100	100

- 1.5. Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.
- 1.6. Failure on the part of a bidder to submit proof of locality with the bid, will be interpreted to mean that preference points for Bidder Locality are not claimed.
- 1.7. Ndlambe Local Municipality reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to specific goals, in any manner required by the municipality.

2. DEFINITIONS

- (a) "B-BBEE" means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (b) "B-BBEE status level of contributor" means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (c) "bid" means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;
- (d) "Broad-Based Black Economic Empowerment Act" means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (e) "functionality" means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (g) "prices" includes all applicable taxes less all unconditional discounts;
- (h) "proof of B-BBEE status level of contributor" means:
- 1) B-BBEE Status level certificate issued by an authorized body or person;
 - 2) A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
 - 3) Any other requirement prescribed in terms of the B-BBEE Act;
- (i) "rand value" means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (j) "specific goals" means specific goals as contemplated in Para 4 of Ndlambe Municipality's Preferential Procurement Policy.

3. BID DECLARATION – SPECIFIC GOALS

3.1 Bidders who wish to claim points in respect of B-BBEE Status Level of Contribution must complete the following:

B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4

B-BBEE Status Level of Contributor: = _____ Points claimed = _____(see below)

B-BBEE Level	Points - value up to R50 million	Points - value above R50 million
1	10	5
2	5	2.5

N.B. B-BBEE Certificate or Affidavit to be attached.

3.2 Bidders who wish to claim Locality Points must complete the following:

Full physical address of bidder: _____

Bidder Locality	Points - value up to R50 million	Points - value above R50 million
Ndlambe LM	10	5

N.B. a recent Municipal Billing Certificate (not dated earlier than two months before the bid closing date) to be attached.

4. DECLARATION WITH REGARD TO COMPANY/FIRM

4.1 Name of company/firm: _____

4.2 VAT registration number (if a VAT Vendor) _____

4.3 CSD (Central Supplier Database) number: MAAA _____

4.4 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

4.5 MUNICIPAL INFORMATION

Municipality where business is situated: _____

Registered Account Number: _____

Stand Number: _____

4.6 I/we, the undersigned, who is/are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contributor and Locality in paragraphs 1.4 and 3 of the foregoing certificate, qualifies the company/firm for the preference(s) shown and I/we acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 3, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- iv) If the B-BBEE status level of contributor has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have -
 - (a) disqualify the person from the bidding process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution.

WITNESSES
1.....
2.....

SIGNATURE(S) OF BIDDERS(S)
DATE:
ADDRESS



NDLAMBE LOCAL MUNICIPALITY – MBD 8 DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

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Port Alfred
6170

Phone: (046) 604 5500
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tenders@ndlambe.gov.za
<http://www.ndlambe.gov.za>

- 1 This Municipal Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by municipalities and municipal entities in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be rejected if that bidder, or any of its directors have:
 - a. abused the municipality's / municipal entity's supply chain management system or committed any improper conduct in relation to such system;
 - b. been convicted for fraud or corruption during the past five years;
 - c. willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - d. been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).
- 4 **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

Item	Question	Yes	No
4.1	Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector? (Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied). The Database of Restricted Suppliers now resides on the National Treasury's website(www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.1.1	If so, furnish particulars:		
4.2	Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? The Register for Tender Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.3.1	If so, furnish particulars:		
Item	Question	Yes	No
4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.7.1	If so, furnish particulars:		

CERTIFICATION

**I, THE UNDERSIGNED (FULL NAME)
CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION
FORM TRUE AND CORRECT.**

I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder



NDLAMBE LOCAL MUNICIPALITY – MBD 9 CERTIFICATE OF INDEPENDENT BID DETERMINATION

Causeway Road
P O Box 13
Port Alfred
6170

Phone: (046) 604 5500
Fax: (046) 604 2702
tenders@ndlambe.gov.za
<http://www.ndlambe.gov.za>

- 1 This Municipal Bidding Document (MBD) must form part of all bids¹ invited.
- 2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).² Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
- 3 Municipal Supply Regulation 38 (1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:
 - a. take all reasonable steps to prevent such abuse;
 - b. reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and
 - c. cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.
- 4 This MBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
- 5 In order to give effect to the above, the attached Certificate of Bid Determination (MBD 9) must be completed and submitted with the bid:

¹ Includes price quotations, advertised competitive bids, limited bids and proposals.

² Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

(Bid Number and Description)

in response to the invitation for the bid made by:

(Name of Municipality / Municipal Entity)

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of: _____ that:
(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
 - (a) has been requested to submit a bid in response to this bid invitation;
 - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder

6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium³ will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - (a) prices;
 - (b) geographical area where product or service will be rendered (market allocation)
 - (c) methods, factors or formulas used to calculate prices;
 - (d) the intention or decision to submit or not to submit, a bid;
 - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
 - (f) bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

³ Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

10. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder



CERTIFICATE FOR MUNICIPAL SERVICES

Causeway Road
P O Box 13
Port Alfred
6170

Phone: (046) 604 5500
Fax: (046) 604 2702
tenders@ndlambe.gov.za
<http://www.ndlambe.gov.za>

Information required in terms of Ndlambe Municipality's Supply Chain Management Policy, Para 14(5)(b):

Tender Reference or Description: Tender 14/2324 – OPERATION, MAINTENANCE AND MANAGEMENT OF LANDFILL SITES

Name of Bidder:

FURTHER DETAILS OF THE BIDDER/S: Proprietor/Director(s)/Partners, etc:

Physical Business address of the Bidder	Municipal Account Number(s)

If there is not enough space for all the names, please attach the additional details to the Tender documents.

Name of Director/Member/ Partner	Identity Number	Physical residential address of Director/Member/ Partner	Municipal Account number(s)

I, _____, the undersigned,

(full name in block letters) certify that the information furnished on this declaration form is correct and that I/we have no undisputed commitments for municipal services towards a municipality or municipal entity in respect of which payment is overdue for more than 30 days.

Signature

THUS DONE AND SIGNED for and on behalf of the Bidder/Contractor

at _____ on the ____ day of _____

Please note:

Even if the requested information is not applicable to the Bidder, the table above should be endorsed NOT APPLICABLE and THIS DECLARATION MUST STILL BE SIGNED.

NDLAMBE MUNICIPALITY



TENDER 14/2324

OPERATION, MAINTENANCE AND MANAGEMENT OF LANDFILL SITES

ADDITIONAL DOCUMENTATION

Attach further required documentation after this page
(refer also to Tender Invitation Notice and elsewhere in the Bid Documentation):

1. CSD REPORT
2. TAX CLEARANCE CERTIFICATE/COPY OF TAX COMPLIANCE STATUS DOCUMENT (TCS) MUST BE ATTACHED
3. ATTACH VALID B-BBEE CERTIFICATE/ OR LETTER FROM REGISTERED AUDITORS
4. MUNICIPAL ACCOUNT NOT OLDER THAN THREE MONTHS
5. PROOF OF JOINT VENTURE AGREEMENT (IF APPLICABLE)

BIDDER MUST ATTACH THE CENTRAL SUPPLIER DATABASE (CSD) REGISTRATION SUMMARY REPORT

**TAX CLEARANCE CERTIFICATE/COPY OF TAX COMPLIANCE STATUS DOCUMENT (TCS)
MUST BE ATTACHED**

ATTACH VALID BBEE CERTIFICATE/ OR LETTER FROM REGISTERED AUDITORS

THE BIDDING ENTITY AS WELL AS ALL ITS DIRECTORS MUST SUBMIT A MUNICIPAL ACCOUNT WHICH IS NOT MORE THAN THREE (3) MONTHS IN ARREARS

ATTACH PROOF OF JOINT VENTURE AGREEMENT

GENERAL REQUIREMENTS

- 1 The service provider is required to furnish full details requested on the tender forms. All rates tendered shall be inclusive of Value Added Tax at the prevalent rate and will be evaluated inclusive of VAT.

The bidder is requested to furnish all the relevant information not entertained on the form of bid under separate cover which shall form part of the bid.

2 COMPETENCY REQUIREMENTS

The service provider should have expertise and experience in the provision of services of a similar nature to the services requested by the NDLAMBE MUNICIPALITY.

3 COMPLETENESS OF THE BID INFORMATION

The NDLAMBE MUNICIPALITY may request clarification or additional information regarding any aspect of the bid. The Bidder must supply the requested information within 48 hours after the request has been made.

4 TERMINATION FOR DEFAULT

The client, without prejudice to any other remedy for breach of contract, by written notice of default sent to the service provider, may terminate this contract in whole or in part:

- a) if the service provider fails to deliver any or all of the goods or provide the required services within the period(s) specified in the contract, or within any extension thereof granted by the client;
- b) if the service provider fails to perform any other obligation(s) under the contract; or
- c) If the service provider, in the judgement of the client, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.

In the event the client terminates the contract in whole or in part, the client may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered, and the service provider shall be liable to the client for any excess costs for such similar goods, works or services. However, the service provider shall continue performance of the contract to the extent not terminated.

5 EVALUATION CRITERIA

The evaluation of this Bid will be conducted in the following:

a) Assessment of Compliance to bid conditions and scope of work

Bids will be assessed for compliance to the bid requirements and scope of works after which they will progress to the functionality evaluation.

b) Assessment of functionality

The assessment of functionality will be done in terms of the evaluation criteria. A Bid will be disqualified if it fails to meet the minimum threshold for functionality as per the Bid invitation and will not proceed to the evaluation for price and specific goals. All responses to this Request for bids shall be evaluated in terms of the Functionality Criteria and Score Sheet which is to be completed by all bidders and, documentation supporting each criteria must be supplied.

Functionality Criteria

Functionality Criteria Description (detailed specifications and criteria in Tender returnable document)	Maximum Points
Maximum Points	100
• Full Time Plant (For all the Landfill Sites)	20
• Work Experience as Landfill Site Operator	40
• Project Manager:	10
• Environmentalist:	5
• Full Time Site Manager:	10
• Site Specific Operational Plan	10
• Member of the Institute of Waste Management of South Africa	5
TOTAL	100

The minimum functionality score is 80/100

c) Preference points systems and Specific Goals

Only those qualifying Bids will be evaluated in terms of the 80/20 preference points systems, where the 80 will be used for price (VAT inclusive) and the 20 points for specific goals as follows as per the MBD 6.1 document.

- a. The following formula shall be used to calculate the points out of 80 for price inclusive of all applicable taxes:

$$P_s = 80 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right)$$

Where

P_s = Points scored for price of tender under consideration; P_t
= price of tender under consideration; and
 P_{min} = price of lowest acceptable tender.

- b. The following tables shall be used to award points for B-BEE contribution and locality points as per the Ndlambe Municipality specific goals.

In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in **table 1** below:

B-BBEE Level	Points - value up to R50 million	Points - value above R50 million
1	10	5
2	5	2.5

N.B. B-BBEE Certificate or Affidavit to be attached as per invitation to tender.

Bidders who wish to claim Locality Points must complete the following:

Full physical address of bidder: _____

Bidder Locality	Points - value up to R50 million	Points - value above R50 million
Ndlambe LM	10	5

Evidence required to claim locality points: –

- A recent Ndlambe Municipality Billing Clearance Certificate indicating that the bidder's property details in the Ndlambe jurisdiction is not in arrears for more than three months, is to be attached , or
- Lease agreement with a Ndlambe Municipality address, or
- A statement of account with a Ndlambe Municipality address

Where a lease agreement or statement of account has been provided, it subject to the subject to the address of the bidder being the same as that on their company registration documents, Central Supplier Database preferred address and have not changed for a period of two years.

A Bidder failing to submit proof of B-BBEE status level of contributor will score zero(0) points. A Bidder will not be awarded points for B-BBEE status level of contributor if the response indicates that the Bidder intends subcontracting more than 25% of the value of the contract to any other person not qualifying for at least the points that the Bidder qualifies for, unless the intended subcontractor is an EME that has the capability to execute the subcontract. The points scored by an Bidder for specific goals will be added to the points scored for price. The points scored will be rounded off to the nearest two decimal places. The contract shall be awarded to the Bidder scoring the highest points. If the price offered by a bidder scoring the highest points is not market related, the Ndlambe Municipality may not award the contract to that bidder.

The Ndlambe Municipality may:

- a) negotiate a market related price with the Bidder scoring the highest points or cancel the bid;
- b) if the Bidder does not agree to a market related price, negotiate a market related price with the bidder scoring the second highest points or cancel the bid;
- c) if the Bidder scoring the second highest points does not agree to a market related price, negotiate a market related price with the bidder scoring the third highest points or cancel the bid.
- d) If a market related price is not agreed, the NDLAMBE MUNICIPALITY will cancel the bid.

5 COMPULSORY SUB-CONTRACTING

The tender is subject to subcontracting as indicated in the scope of work.

6 SUBMISSION OF PROPOSALS

Proposals should be submitted in a sealed envelope, clearly marked "where after, Bids will be opened in public as per the invitation to tender. Late, telephonic, faxed and emailed electronic bids will not be accepted.

7 RETURNABLES:

The following documents must be submitted with the bidder's Application:

7.1 Applications to be submitted by a Trust require certified copies of:

7.1.1 The Trust Deed and any amendments thereto;

7.1.2 The Trust's Letters of Authority and endorsements thereto;

7.2 Applications to be submitted by a Partnership require certified copies of:

7.2.1 The applicable Partnership Agreement;

7.2.2 The Identity Document or Registration Document of each partner.

- 7.3 Applications to be submitted by a Natural Person require a certified copy of the persons ID.
- 7.4 Each Bidder shall note the functionality criteria score sheet and, where applicable, documentation supporting each criterion in the functionality table must be supplied.
- 7.5 Each Bidder shall complete the form of offer, failure to complete the form of offer will deem the bid non-responsive.**
- 7.6 Each Bidder shall submit proof of B-BBEE status level of contributor as per the invitation to tender. Failure to submit will result in zero (0) points scored for the B-BBEE points in the specific goals.
- 7.7 Each Bidder must complete and submit the MBD 4 hereto given Paragraph 44 of the Supply Chain Management Policy of the NDLAMBE MUNICIPALITY which provides that:
- 7.7.1 Irrespective of the procurement process followed, no award may be made to a person:
 - 7.7.1.1 who is in the service of the state;
 - 7.7.1.2 if that person is not a natural person, of which any director, manager, principal shareholder or stakeholder is a person in the service of the state; or
 - 7.7.2 a person who is an advisor or consultant contracted with the NDLAMBE MUNICIPALITY.
- 7.8 Each Bidder shall complete and submit the Certificate of Independent Bid Determination.
- 7.9 Each Bidder shall submit proof that it is registered on the National Treasury Central Supplier Database (CSD).
- 7.10 Each Bidder shall submit proof of valid and compliant SARS Tax status issued in respect of Good Standing, through a SARS Tax pin/Tax Clearance Certificate or CSD SARS compliant status.
- 7.11 Proof of its VAT registration number, where applicable.
- 7.12 All Bidders should furnish proof that all amounts due to the Ndlambe Municipality by the Bidder, it's Directors, Members, Trustees or Partners are up to date or that arrangements have been made in respect thereof. Bidders whose address or registered office is not within the jurisdiction of the Ndlambe Municipality should furnish proof that all amounts due to the local authority in whose jurisdiction their address or registered office is situated are up to date or that arrangements have been made in respect.
- 7.13 Have proof of registration of its SANAS/ The inspection body accreditation of South Africa, if applicable.
- 7.14 Have a certificate of registration in terms of the Compensation for Occupational Injuries and Diseases Act 130 of 1993, if applicable.
- 7.15 Details of services provided by the Bidder to any organ of state in the last five (5) years.

Part 6 - Bid Form and Important Conditions

- 1 I/We hereby Bid to supply all of the supplies and/or to render all or any of the services described in the attached documents to the Ndlambe Municipality on the terms and conditions and in accordance with the specifications stipulated in the Bid documents (and which shall be taken as part of, and incorporated into, this Bid) at the prices and on the terms regarding time for delivery and/or execution inserted therein.
- 2 I/We agree that:
 - (a) the offer herein shall remain binding upon me/us and open for acceptance by the Accounting Officer during the validity period indicated and calculated from the closing time of the Bid;
 - (b) this Bid and its acceptance shall be subject to the terms and conditions contained in the General Conditions of contract and Preference Certificate with which I am/we are fully acquainted;
 - (c) if I/we withdraw my/our Bid within the period for which I/we have agreed that the Bid should remain open for acceptance, or fail to fulfill the contract when called upon to do so, the NDLAMBE MUNICIPALITY may without prejudice to its other rights, agree to the withdrawal of my/or Bid or cancel the contract that may have been entered into between me/us and the NDLAMBE MUNICIPALITY and I/we will then pay to the NDLAMBE MUNICIPALITY any additional expense incurred either to accept any less favorable Bid or fresh Bidders have to be invited, the additional expenditure incurred by the invitation of fresh Bids and by the subsequent acceptance of any less favorable Bid, the NDLAMBE MUNICIPALITY shall also have the right to recover such additional expenditure by set-off against moneys which may be due or become to me/us under this or any other Bid or contract or against any guarantee or deposit that have been furnished by me/us or on my/our behalf for the due fulfillment of this or any other Bid or contract and pending the ascertainment of the amount of such additional expenditure to retain such moneys, guarantee or deposit as security for any loss the NDLAMBE MUNICIPALITY may sustain by reason of my/our default;
 - (d) the law of the Republic of South Africa shall govern the contract created by the acceptance of my/our Bid and that I/we choose domicilium citandi et executandi in the Republic (full address).
- 3 I/We furthermore confirm that I/we have satisfied myself/ourselves as to the correctness and validity of my/our Bid, that the price(s) and rate(s) quoted cover all the work/items(s) in these documents; and that the price(s) and rate(s) cover all my/our obligations under a resulting contract. I/we accept that any mistakes regarding price(s) and calculations will be at my/our risk.
- 4 I/we hereby accept full responsibility for the proper execution and fulfillment of all obligations and conditions devolving on me/us under this agreement as the Principal(s) liable for the due fulfillment of this contract.
- 5 I/We agree that any action from this contract in all respects be instituted against me/us and I/we hereby undertake to satisfy fully any sentence or judgment which may be pronounced against me/us as a result of such action.
- 6 I/We declare that I/we have participation / no participation in the submission of any other offer for the supplies/service described in the attached documents. If in the affirmative, state name(s) or Bid (s) involved.
- 7 Are you duly authorized to sign the Bid? ***YES / NO**
- 8 Has the Declaration of Interest been duly completed and included with the other Bid forms? ***YES / NO**

****Delete whichever is not applicable***

SIGNATURE (S) OF BIDDER_____
DATE:_____

Please complete the following in block letters

Capacity and particulars of the authority under which this Bid is signed _____

Name of Bidder _____

Postal Address _____

Telephone number(s) _____

Facsimile number(s) _____

Bid Number _____

Name of contact person

IMPORTANT CONDITIONS

1. Failure on the part of the Bidder to sign this Bid form and thus to acknowledge and accept the conditions in writing or to complete the attached forms, questionnaires and specifications in all respects, may invalidate the Bid.
2. Bids should be submitted on the official forms and should not be qualified by the Bidder's own conditions of Bid. Failure to comply with these requirements or to renounce specifically the Bidder's own conditions of Bid, when called upon to do so may invalidate the Bid.
3. If any of the conditions on this Bid form are in conflict with any special conditions, stipulations or provisions incorporated in the Bid, such special conditions, stipulations or provisions shall apply.
4. This Bid is subject to the Supply Chain Management Regulations and the General Conditions and Procedures and subsequent amendments thereto and re-issues thereof.
5. This Request for tender forms part of the official Supply Chain Management Processes of the Ndlambe Municipality and in the event of any conflict between the Supply Chain Management Policy and the Applicable Legislation, the provisions of the Applicable Legislation shall prevail.
6. Late and incomplete bids will not be accepted. The only or lowest bid will not necessarily be accepted and the Ndlambe Municipality reserves the right to accept the whole or any portion of a bid, or not to make an award.
7. **Posted, e-mailed, or faxed applications will not be accepted.**
8. Receipt by the NDLAMBE MUNICIPALITY of the Bidder's response shall not in any manner whatsoever oblige the NDLAMBE MUNICIPALITY to enter any negotiations or to enter into any contract with the Bidder and any award made in terms of this bid shall be subject to an agreement being concluded between the Bidder and the NDLAMBE MUNICIPALITY on terms and conditions acceptable to the Accounting Officer of the NDLAMBE MUNICIPALITY.
9. NDLAMBE MUNICIPALITY accepts no liability for any loss incurred by any person(s) due to events or actions taken as a consequence of the preparation and dissemination of this bid.
10. Any costs and/or expenses incurred by any Bidder in submitting its response shall be for the exclusive account of the Bidder and the NDLAMBE MUNICIPALITY shall not be liable in this respect whatsoever.
11. The Bidder acknowledges and agrees that it shall have no claim or claims whatsoever against the NDLAMBE MUNICIPALITY, including claims for damages whether direct, indirect or consequential, arising from and/or pursuant to and/or in relation to the submission by the Bidder of its response pursuant to the Bidder having been invited to submit same in terms of this documentation.

12. Any Bidder:

having a conflict of interest in respect of the transaction for which the response is submitted or in the Service of the State; and/or

having been convicted for fraud or corruption within a five-year period prior to the submission of its response; and/or

who has willfully neglected, reneged on or has failed to comply with a government or local government contract within a five-year period of the submission of its response; and/or

has outstanding tax obligations to the South African Revenue Services in respect of which arrangements have not been made; and/or

is in arrear in respect of charges payable to the Ndlambe Municipality in terms of Section 118 of the Municipal Systems Act and has failed to make suitable arrangements to settle such arrears;

shall be barred from applying.

13. Failure to provide all information required in this bid will result in the application not being considered.

14. The Bidder acknowledges that this bid request is for the Bidder to submit a response to the NDLAMBE MUNICIPALITY as constituted by this document, it does not confer on the Bidder any legal right or entitlement or legitimate expectation in relation to the NDLAMBE MUNICIPALITY and the Bidder acknowledges that this bid similarly does not impose or create any obligation on the NDLAMBE MUNICIPALITY to be discharged in favour of the Bidder.

15. No verbal and / or telephonic queries and clarifications will be entertained by the NDLAMBE MUNICIPALITY and must be made in writing and will be responded to accordingly. The NDLAMBE MUNICIPALITY reserves the right to circulate the questions and answers to all registered Bidders in the form of a bulletin. All queries and clarifications are to be addressed to tenders@ndlambe.gov.za OR ffouche@ndlambe.gov.za, the tender reference number Tender 14/2324 must clearly be stated subject line. The cut - off date for such queries and clarifications will be close of business on Monday, 1 July 2024.

Bid Check List

Ndlambe Municipality Individual bid documents will have the typical bid check list as an attachment. This list is to assist all bidders to submit complete bids.

Bidders are to check the following points before the submission of their bid:

Tick

- | | |
|---|--------------------------|
| 1. All pages of the bid document have been read and initialed by the bidder. | <input type="checkbox"/> |
| 2. All pages requiring information have been completed in black ink. | <input type="checkbox"/> |
| 3. The Pricing Schedule has been checked for arithmetic correctness. | <input type="checkbox"/> |
| 4. All sections requiring information have been completed. | <input type="checkbox"/> |
| 5. The bidder has submitted the following documentation, e.g. | |
| - BBBEE Certificate or Sworn Affidavit (original or certified copy) | <input type="checkbox"/> |
| - Compliant Tax clearance status on SARS and CSD | <input type="checkbox"/> |
| - CSD supplier report/ number | <input type="checkbox"/> |
| - Valid Municipal Billing Clearance Certificate (original or certified copy) | <input type="checkbox"/> |
| - CIDB Certificate (if applicable) | <input type="checkbox"/> |
| - This bid requires for bidders to submit the financial statements for the past three years or since establishment, if established during the past three years. Have these financial statements been submitted. | <input type="checkbox"/> |