



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. SEAFIELD 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
• 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

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 "**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