



NDLAMBE MUNICIPALITY TENDER

16/2324

INVITATION TO TENDER - SUPPLY AND DELIVERY OF GEL STOVES

Tenders are hereby invited from suitably experienced service providers for the SUPPLY AND DELIVERY OF GEL STOVES as follows:

1. SCOPE OF WORK

The scope of work for this requirement is as follows:

- The supply of **2824** x Two Burner Gel Stoves OR **5648** x One Burner Gel Stoves
- Delivery costs to Ndlambe Municipality's office in Port Alfred, Eastern Cape.

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

EVALUATION

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

Functionality Criteria	Maximum Points
Maximum Points	100
• Experience	80
• Delivery Period	20

Bidders must obtain a minimum functionality score of 60% to pass the price/specific goals calculation stage. Proposals not achieving a functionality score of at least 60 points will NOT go forward to the Price/Specific Goals points calculation stage of 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:
 - Declaration of Interest (**MBD4**).
 - Certificate of Independent Bid Determination (**MBD9**).
 - 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. Further required evidence is noted in the tender document.
8. Bidders are required to submit:
 - 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.
 - 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.
13. **Samples of the offered unit(s) are required to be submitted together with the tender document.**

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 **06 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 together with the samples of the offered units, supporting documents and externally endorsed documents must be placed in a sealed envelope marked "**SUPPLY AND DELIVERY OF GEL STOVES**" and deposited in the Tender Box at the Supply Chain Management Offices, 44 Campbell Street, Port Alfred not later than 12h00 on **24 June 2024**. **SAMPLES OF THE**

OFFERED UNIT(S) ARE TO BE PLACED IN A SEPARATE BOX WITH THE BIDDER'S NAME CLEARLY MARKED THEREON. 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 Mrs Diane May at Tel: 046 604 5539 dmay@ndlambe.gov.za

**NOTICE NUMBER: 97/2024
6 June 2024**

**ADV R. DUMEZWENI
MUNICIPAL MANAGER**

NOTICE BOARDS, WEBSITE, TALK OF THE TOWN