



TENDER NO.MN:210/2022

APPOINTMENT OF PANEL OF SERVICE PROVIDERS TO SUPPLY SCHOOL UNIFORMS FOR A PERIOD OF SIX (6) MONTHS

In terms of Chapter 11 of the Municipal Finance Management Act No 56 of 2003, tenders are hereby invited for the above.

The physical address for collection of tender documents is No.42 Huletter street LED Building (Old Library) offices KwaDukuza upon presentation of a receipt proving prior payment of a non-refundable fee of R160.00 (inclusive of VAT), having been made at the Municipal Finance Directorate, General Justice Mpanza Building, 104 Mahatma Gandhi Street, KwaDukuza. (Cash only). **Tender documents will be available from 10h00 on 24TH November 2022. The cut-off time for selling of tender document is 15h00 on the 5th December 2022.** Contact person regarding collection of these documents is Nelisiwe Buthelezi, Tel No: 032 - 437 5059, email: NelisiweB@kwadukuza.gov.za and Technical queries may be addressed to Wiseman Cele Tel No. 032 - 437 5170, email: wisemanc@kwadukuza.gov.za.

A compulsory clarification meeting with representatives of the Employer will take place at the LED Building Boardroom, No.42 Huletter street(Old Library), KwaDukuza, starting at **10h00 am on 6TH December 2022** . Failure to attend the compulsory clarification meeting will disqualify the tender. Only those contractors who are in possession of a tender document shall be permitted to attend and participate in discussion at the compulsory clarification meeting. Doors to the venue will be closed at **10H00. NO LATE BIDDERS WILL BE PERMITTED TO ATTEND.**

Tenders shall be placed in sealed envelopes, endorsed with **TENDER NO. MN:210/2022 APPOINTMENT OF PANEL OF SERVICE PROVIDERS TO SUPPLY SCHOOL UNIFORMS FOR A PERIOD OF SIX (6) MONTHS** be placed in the Tender Box at the SCM Municipal Offices, No. **2 Industria Crescent**, KwaDukuza, Lavoipierre Building, SCM Offices not later than **12h00 on 15th December 2022** at which time the tenders will be opened in public. Tenders are to be submitted on the tender documentation provided by the Municipality. Late, electronic, or faxed tenders will not be accepted.

Tenders will be evaluated and adjudicated according to the following criteria: -

- The bidders will be evaluated on functionality, as follows.

Bidders Relevant Experience, Similar Work and Capacity to Execute Service	Maximum Points
A. Bidder's relevant years of experience in the supply and delivery of school uniforms and shoes	25
B. References of Similar Work done (in relation to product categories of listed items.	30
C. Logistics and Delivery Plan	25
D. Bidders core business description	10
E. Locality of the business	10
TOTAL	100

Note: Detailed evaluation criteria is contained in the document, with clear and unambiguous description of point's allocation.

- The qualifying bidders must obtain a minimum of 60 points in order to be considered for further evaluation.
- 80/20 preference points system will apply in terms of the Preferential Procurement Regulation. 2017 (B-BBEE Status Level of Contribution - an original or certified copy of the certificate is required).
- Contractor shall be registered on the National Treasury's Central Supplier Database.
- Council's Supply Chain Management Policy and other applicable legislations.
- Prices tendered must be firm and inclusive of VAT.
- Contractor shall provide the Municipality with a compliance clearance PIN to verify your tax compliance status.
- A copy of the most recent municipal account / utility bill (Not older than 3 months) in which the business is registered, District municipality (water) and Local municipality (rates, electricity and other) or if the bidder is a tenant then a letter or certificate from the landlord indicating that the levies are not in arrears OR a letter from the ward councillor or an Affidavit stating that the ward in which the business operates is exempted from paying rates, electricity and water.
- The tender offer validity period will be 90 consecutive days.
- Service Providers to ensure compliance with MBD 6.2 -Local Content (Applicable)

- Only locally produced goods or locally manufactured goods, meeting the stipulated minimum threshold **100%** for local production and content, will be considered.
- **Preference will be given to an EME (exempted micro enterprise) or QSE (qualifying small business enterprise) which is at least 51% owned by black people residing within the jurisdiction of KwaDukuza and suppliers that are stockists of uniforms or approved agents to supply uniforms. A proof of letter from the accredited SUPPLIER / STOCKIST confirming the capacity of the agent to supply and deliver the uniform.**

All prospective tenderers will be screened in accordance with the National Treasury's Defaulters Database.

Council does not bind itself to accept the lowest tender or any tender and reserves the right to accept any part or the whole of any tender. Preference will be given to an EME (exempted micro enterprise) or QSE (qualifying small business enterprise) which is at least 51% owned by black people residing within the jurisdiction of KwaDukuza. The Municipality also reserves the right to call on preferred bidders to form a joint venture with a BEE company.

Canvassing in any form in the gift of Council is strictly prohibited and will lead to the disqualification of the tender. No bids will be considered from the persons in the service of any organ state.

N.J. Mdakane
MUNICIPAL MANAGER