



## **TENDER NO.MN 163/2018**

### **PROVISION OF ELECTRONIC PAYMENT PROCESSING SERVICES FOR THE PERIOD OF 36 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: General Justice Mpanza Building, 104 Mahatma Gandhi Street, KwaDukuza (The Office of the Cashier Supervisor – Mr. R Rampershad) upon presentation of a receipt proving prior payment of a non-refundable fee of R202.00 (inclusive of VAT), having been made at the Municipal Finance Directorate, General Justice Mpanza Building, 104 Mahatma Gandhi Street, KwaDukuza. (Cash or bank guaranteed cheques only). **Tender documents will be available from 10h00 on 26 February 2019 until 15h00 on 11 March 2019. The cut-off time for selling of tender document is 15h00 on the 11 March 2019** . Queries relating to the issue of these documents may be addressed to: Slondile Tswana at [slondilet@kwadukuza.gov.za](mailto:slondilet@kwadukuza.gov.za) or 032 437 5504.

A compulsory clarification meeting with representatives of the Employer will take place at the Finance Boardroom, General Justice Mpanza Building, 104 Mahatma Gandhi Street, KwaDukuza starting at **10h00 am on 12<sup>th</sup> MARCH 2019**. 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 TENDERERS WILL BE ALLOWED IN THE VENUE ONCE THE DOOR ARE CLOSED.**

Tenders shall be placed in sealed envelopes, endorsed “**TENDER NO. MN:163/2018 PROVISION OF ELECTRONIC PAYMENT PROCESSING SERVICES FOR THE PERIOD OF 36 MONTHS**” and be placed in the **Tender Box** at the Municipal Offices, 14 Chief Albert Luthuli Street, KwaDukuza, no later than 12h00 on **28 March 2019** 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: -**

- 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.
- Prices tendered must be firm and inclusive of VAT.
- Contractor shall provide the Municipality with its CSD Master Registration number to verify its Tax matters.
- A copy of the most recent municipal account 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.
- Certificate of Attendance at the clarification meeting.
- Validity period is 90 (consecutive) days.

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 and preference will be given to Affirmative Business Enterprises. 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 is strictly prohibited and will lead to the disqualification of the tender. No bids will be considered from persons in the services of any organ of the state

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**NJ Mdakane**  
**MUNICIPAL MANAGER**