



Emakhazeni Local Municipality

TENDER NOTICE AND INVITATION TO TENDER

Bid documents will be obtainable from **Monday, 04 February 2019** on payment of cash non-refundable document fee of **R350.00** per document from the offices of the Emakhazeni Local Municipality, 25 Scheepers Street, Belfast during office hours from 07h45 to 12h30 and 13h00 to 15h00 weekdays, or on supply of proof of EFT payment made into the following bank account: **FNB Current Account Number 62028195510 Branch Code 270351, Tender Reference number: Project number and Company name).**

Tenders are to be completed in black ink and completed in accordance with the conditions and rules contained in the tender documents. The tenders and relevant documents must be sealed in an envelope and externally endorsed with Project Number and be deposited in the Tender Box, Ground Floor, Emakhazeni Local Municipality, 25 Scheepers Street, Belfast, Mpumalanga. The Tenders shall remain valid for a period of 90 days from the closing date. Telegraphic, telephonic, fax, telex e-mail or late tenders will not be accepted.

Project number	Description	Briefing session	Closing date	Functionality %	Contact person
ELM18/12/01	Provision of bulk processing, printing, distribution and posting of monthly statements for a period of 36 months for Emakhazeni Local Municipality	N/A	05/03/2019	70%	Procurement enquiries: Ms Hlengiwe Nkosi at 013 253 7601 nkosihl@emakhazeni.gov.za Technical enquiries: Mr Nkululeko Nkosi at 013 253 nkosin@emakhazeni.gov.za
ELM18/01/01	Appointment of professional service provider for the registration and management of brick-manufacturing plant in Emakhazeni Local Municipality for a period of 12 months	N/A	19/02/2019	70%	Procurement enquiries: Ms Hlengiwe Nkosi at 013 253 7601 nkosihl@emakhazeni.gov.za Technical enquiries: Mr TLO Sindane at 013 253 7600 sindanetlo@emakhazenilm.co.za
ELM18/01/02	Compilation of GRAP compliant fixed asset register and the unbundling of municipal assets for a period of 36 months for Emakhazeni Local Municipality	11/02/2019	05/03/2019	70%	Procurement enquiries: Ms Hlengiwe Nkosi at 013 253 7601 nkosihl@emakhazeni.gov.za Technical enquiries: Mr Mbulawa Thukwane at 013 253 7600 thukwanem@emakhazenilm.co.za

Tenders will be evaluated in terms of the Supply Chain Management policy of the Emakhazeni Local Municipality aligned to preferential procurement policy framework Act 5 of 2000. The Method for evaluation of Consortium and professional service providers is based on functionality (minimum 60%), price and preferential (80/20 preference). Master Registration Number and tax compliance status PIN to enable the municipality to verify the bidder's tax compliance status must be attached. Service providers must be registered at central supplier database (CSD). Service provider must also ensure that their BBBEE certificate or Sworn affidavit is still valid as they will have a big impact during evaluation processes.

NB: Only locally produced goods, services or works or locally manufactured goods, with a stipulated minimum threshold for local production and content will be considered.

Mrs. E. K. Tshabalala - Municipal Manager