



BID NOTICE AND INVITATION TO BID

BID NO: NLM/SFFPO3Y/2019/2020

REQUEST FOR PROPOSALS FOR EXPRESSION OF INTEREST: SOURCING OF FUNDING FOR A PERIOD OF 3 YEARS

Ntabankulu Local Municipality invites experienced and suitably qualified professionals to submit their expression of interest to be appointed in a panel of consultants for sourcing of funding in different sectors that will be contained in the terms of reference.

TERMS OF REFERENCE

Terms of reference will be uploaded on the Municipal website www.ntabankulu.gov.za at no cost.

TECHNICAL PROPOSAL

Your technical proposal will have to indicate the sector of your specialization in this exercise. The formal review and analysis of this proposal will be done to select the most suited methodology, approaches, and plans to address out technical requirements. You will be required to download our Integrated Development Plan on our website to get a clear picture of our long-term objectives. Clear and well presented technical proposal is expected. To enable us to administer contracts efficiently and effectively, your proposal must be clear on which delivery system to follow in terms of Private-Public Partnership.

FINANCIAL PROPOSAL

Your financial proposal will constitute part of your bid and therefore will be evaluated as your financial offer. PPPRE regulations will apply.

COMPULSORY BRIEFING SESSION AND CLOSING DATE

A **compulsory briefing session** will be conducted at Ntabankulu Local Municipality, erf 85, Main Street, Ntabankulu, on Thursday the 31st of October 2019 at the Municipal Boardroom at 10:00

Proposals will be closing on the 22nd of November 2019 at 12H00. Proposals must be sealed and indorsed with the relevant bid number and must be deposited in the official bid box clearly marked **“PROPOSALS FOR EXPRESSION OF INTEREST: SOURCING OF FUNDING FOR A PERIOD OF 3 YEARS CONTRACT NO. NLM/SFFPO3Y/2019/2020”** in the main entrance of the Ntabankulu Municipality at ERF 85, Main Street, Ntabankulu, 5130 not later than **12h00 on the 22nd Of November 2019**, at which time proposals will be opened in public. Proposals shall be valid for a period of 90 days after the closing date of the submission. **Under no circumstances will late tenders be accepted.**

RETURNABLE DOCUMENTS

Your technical proposal must be supported by the following returnable documents:

- Valid SARS Tax compliance pin
- Entity registration documents.
- Certified ID copies for the entity owners
- Proof of BBBEE registration and status level contributor.
- Project team with their full CV's
- Proposed work programme
- Proof of municipal rates clearance or a signed lease agreement by both parties or confirmation that there is no billing where the entity is based
- A trust, consortium or joint venture must submit a consolidated B-BBEE status level verification certificate for every separate bid and a joint venture agreement
- All prospective service providers are required to apply on Central Supplier Database in order to do business with all organs of the State in the Republic of South Africa at <https://secured.csd.gov.za>. Non registration will be regarded as non-responsive and be disqualified from the bid.

Failure to submit the mandatory document will deem the tender non responsive and it will not be evaluated further.

Functionality will be evaluated based on the following criteria and bidders who failed to score a minimum functionally assessment of 70 points will be considered non-responsive and will not be evaluated further.

Area of evaluation	Points allocated
<ul style="list-style-type: none"> • A detailed Company profile with details of key staff (please attach CVs and certified copies of certificates of project team members) – 10 points • Proof of registration with relevant Professional Bodies - 15 points 	25 points
Relevant entity experience in the field: (Funding sourcing and professional advice) <ul style="list-style-type: none"> • Appointment letters from five reputable entities = 30 points • Appointment letters from three reputable entities = 15 points • Less than three appointment letters = 10 points 	30 points
Methodology: <ul style="list-style-type: none"> • A detailed methodology must include: <ul style="list-style-type: none"> ○ Clear proposals tried and tested methods of sourcing of funding from entities -20 points ○ Quality assurance and compliance with legislative framework on each stage funding sourcing and advisory services.-10 points ○ Time frames for sourcing of funding and implementation process of the project-10 Points ○ Communication methodology to be implemented throughout the project-5 Points 	45 points
	100 points

The primary criteria in selection will be cost and BBBEE status level of contribution. 80/20 Preference Points System will be used as per NTABANKULU LOCAL MUNICIPALITY Supply Chain Management policy. 80 points shall be for Financial Offer and 20 points for the BBBEE level contributor which will be evaluated as follows:

B-BBEE STATUS LEVEL CONTRIBUTOR	NUMBER OF POINTS
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non compliant	0

NTABANKULU LOCAL MUNICIPALITY reserves the right not to accept the lowest tender or any tender. Late, incomplete, telegraphic, or facsimile tenders will not be considered. The Council is not bound to accept the lowest or any proposal and reserves the right to accept the whole or part of the proposal any tender or to furnish reasons for its decisions.

Technical enquiries may be directed to XN Venn **Tel: 039 258 2452/071 273 8746** or by email to: **vennx@ntabankulu.gov.za**, SCM related enquiries may be directed to **Mr. O. Mdudi** on 039 258 0314/082 786 0772 or emailed to: **mdudio@ntabankulu.gov.za** during office hours i.e. between 08h00 and 16h30.

Issued by
L Nonyongo – Municipal Manager