



**BID NOTICE AND INVITATION TO BID**  
**BID NO : NLM/SDDCSMV/2019/2020**

**SUPPLY AND DELIVERY OF ONE 4X4 DOUBLE CAB VEHICLE (with an open pickup/loading area) and One Sedan MOTOR VEHICLE**

Ntabankulu Local Municipality is calling for proposals from competent and experienced Service Providers with a proven track record for the **Supply and Delivery of one 4x4 double cab vehicle (with an open pickup/loading area) and one sedan motor vehicles.**

The minimum specification is detailed in the tender document.

Bid documents may be obtained from the Ntabankulu Local Municipality offices at ERF 85, Main Street, Ntabankulu, 5130, **during office hours 08H00 to 16H30 (Monday to Thursday), and 08H00 to 15H30 on Fridays . Bid documents will be available immediately after the briefing session.** A non-refundable cash payment of **R190.80** or bank guaranteed cheque made out in favour of Ntabankulu Local Municipality is required upon collection of the tender document.

A compulsory briefing meeting has been scheduled for the **08<sup>th</sup> of January 2020 at 10:00 in Ntabankulu Municipal Main Boardroom.**

Bids are to be completed in accordance with the conditions attached to the Bid document and must be sealed and endorsed with the relevant bid number and must be deposited in the official bid box clearly marked **"SUPPLY AND DELIVERY OF ONE 4X4 DOUBLE CAB and ONE SEDAN MOTOR VEHICLES : BID NO : NLM/ SDDCSMV /2019/2020** in the main entrance of the Ntabankulu Municipality at ERF 85, Main Street, Ntabankulu, 5130 not later than **12h00 on 17<sup>TH</sup> of January 2020,** at which time bids will be opened in public. Bids shall be valid for a period of 90 days after the closing date of the submission of bids. **Under no circumstances will late tenders be accepted.**

Service providers are requested to attach these requirements for their bids on the pages indicated in the document:

- Valid SARS Tax compliance certificate and SARS compliance pin
- Proof of company registration
- Certified ID copies for the entity owners.
- Valid original or certified copy of BBBEE Verification Certificate or Sworn Affidavit to claim Preferential points
- Proposed delivery period
- Appointment letters and proof of project completion/progress report from 2 traceable references

- 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.

**NB. It is a requirement that all bidders must submit all of the above documents.**

**Functionality will be evaluated based on capacity and experience and bidders who failed to score a minimum functionally assessment of 70% will be considered non-responsive and not evaluated further.**

Area of evaluation	Points allocated
Business entity establishment (Company profile with clear business address and contact details)	20 points
Relevant entity experience <ul style="list-style-type: none"> <li>• Four Traceable references = 20 points</li> <li>• Two Traceable references = 15 points</li> <li>• Less than two traceable references = 05</li> </ul>	20 points
Comprehensive methodology with a proposed delivery programme	20 points
Servicing of vehicle	10 points
Detailed vehicle maintenance plan	10 points
Certified copy of a membership registration with National Automobile Dealers' Association or a letter confirming registration with the RMI registration number	20 points
	<b>100 points</b>

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.

Further enquiries should be directed to X.N. Venn at 071 273 8746/039 258 2452 or xmsuthu1@gmail.com or Mr. O. Mdudi at scmmanagerntabankulu@gmail.com or 039 258 0314 during office hours i.e. between 08h00 and 16h30.

**Requested by**



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**N. Mdutyana**  
**Bid Specification Chairperson**

**Recommended by**



.....  
**X.N.Venn**  
**CFO**

**Approved by**



.....  
**L. Nonyongo**  
**Municipal Manager**