



GOVAN MBEKI MUNICIPALITY

TENDER NO.: BID NO: 8/3/1-32/2021

CLOSING DATE: 24/06 2022 AT 12H00

APPOINTMENT OF PANEL OF SERVICE PROVIDERS FOR THE SUPPLY & DELIVERY OF STATIONARY ON AN AS AND WHEN REQUIRED BASIS FOR A PERIOD OF 36 MONTHS

In terms of Section 110 of the Municipal Finance Management Act, 2003 (No. 56 of 2003), tenders are hereby invited APPOINTMENT OF PANEL OF SERVICE PROVIDERS FOR THE SUPPLY & DELIVERY OF STATIONARY ON AN AS AND WHEN REQUIRED BASIS FOR A PERIOD OF 36 MONTHS

Tender documents and specifications are available and can be obtained from Cashiers points in Secunda & Municipal Building, Horwood Street, Secunda. Mpumalanga 2302, (Tel: [017] 620-6000, at a non-refundable deposit of **R500.00** or cash will be accepted. Documents will be available from **10/06/2022**.

The closing time for receipt of tenders is **12:00hrs** on **24/06/2022**. Telegraphic, telephonic, telex, facsimile, e-mail, unmarked and **late tenders** will under no circumstances be considered and accepted. The tender box will be emptied just after closing time on the closing date. Hereafter all bids will be public.

Any technical enquiries relating to the tender document may be directed to

Fully completed tender documents, clearly marked "**BID NO: 8/3/1-32/2021: PANEL OF SERVICE PROVIDERS FOR THE SUPPLY & DELIVERY OF STATIONARY ON AN AS AND WHEN REQUIRED BASIS FOR A PERIOD OF 36 MONTHS**" with "**NAME of TENDERER**" **must be placed in a sealed envelope and placed in the** tender box provided by **Govan Mbeki Municipality on the 1st floor, Horwood Street, Secunda, 2302** by no later than 12h00 on **24/06/2022**. The envelope must be endorsed with number, title and closing date as indicated above.

A preferential point system shall apply whereby a contract will be allocated to a tenderer in accordance with the Preferential Procurement Policy Framework Act, Act No. 5 of 2000 and as defined in the Conditions of Tender in the tender document, read in conjunction with the Supply Chain Management Policy of GOVAN MBEKI MUNICIPALITY where 80 points will be allocated in respect of price and 20 points in respect of B-BBEE Status Level of Contribution.

No awards will be made to a person:

- Who is not registered on the Central Supplier Database;
- Who is in the service of the state;
- If that person is not a natural person, of which any director, manager, principal shareholder or stakeholder is a person in the service of the state; and/or
- Who is an advisor or consultant contracted with the municipality or municipal entity.

The municipality reserves the right to withdraw any invitation to tender and/or to re-advertise or to reject any tender or to accept a part of it. The municipality does not bind itself to accepting the lowest tender or award a contract to the bidder scoring the highest number of points.

The following documents have to be attached as Annexure A (Bidders that fail to submit documents indicated as compulsory will be disqualified)

- **Original certified copy of valid BBBEE Certificate (Failure to submit no points will be awarded) only SANAS accredited or Affidavits will be accepted.**
- **Copy of company registration certificate (CK) – Compulsory**
- **Copy/ printed Tax compliance status Pin to enable the municipality to verify the bidder's tax compliance status-Compulsory**
- **Copy of Company or Director's Current Municipal Services Account (not older than 3 months) or Valid Lease Agreement – Compulsory**
- **CSD summary report-Compulsory**
- **Joint Venture Agreement (In case of a Joint Venture) – Compulsory**
- **Joint Ventures must be registered on CSD as Jount Venture**

EK TSHABALALA
ACTING MUNICIPAL MANAGER
GOVAN MBEKI MUNICIPALITY
Secunda Municipal Building
Horwood Street
SECUNDA
2302