

ADVERTISED IN: The Star
PUBLISHING DATE: Tuesday, 21 May 2019
TENDER NO: FINANCE (CC) 07/2019

MOGALE CITY LOCAL MUNICIPALITY

Tenders are hereby invited for the Department: Finance Services

RFP NO: F (CC)07/2019

Tenders are hereby invited qualified service providers for the rendering of a Credit Control Services on an as and required basis for a period of three (3) years.

COMPULSORY BRIEFING SESSION: Will be held on Tuesday 28th May 2019 at 14:00AM in the Mayoral Chamber, Civic Centre, and Krugersdorp.

Adjudication: 80/20 or 90/10

Tenders will be evaluated using functionality evaluation criteria of **100 points** of which the contractor is required to score the minimum of **51 points** in order to be considered for further evaluation. Tenders will be evaluated using the 80/20 or 90/10 preference point system which awards **80/90 points for Price** and **20/10 points for attaining the BBEE status level of contribution** in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points(80/20 system)	Number of points(90/10 points)
1	20	10
2	18	9
3	16	8
4	12	5
5	8	4
6	6	3
7	4	2
8	2	1
Non-compliant contributor	0	0

1. **Non-refundable Document fee: R500-00** payable in cash or by bank guaranteed cheque, payable between 8:00 and 15:00 at the cashiers in the Rates Hall of the Civic Centre, Mogale City. www.etenders.gov.za as well as www.mogalecity.gov.za

Technical Enquiries: Dorothy Diale Tel: (011) 951 2427 / 083676 0079

Tender Documents: Maloto Phogole Tel: (011) 951 2039 / 2541/083 764 8209

DOCUMENTS AVAILABLE: As from Friday 24th May 2019 during office hours, from the Reception Desk of Supply Chain Management Unit, situated on the upper level of the West Wing of Mogale City Civic Centre, Corner Commissioner and Market Streets in Krugersdorp (011 951-2014/2177)

Closing date: Friday, 21st June 2019 Time: 14:00 Tender Box Venue:
Tender boxes are situated at the reception desk of the Supply Chain Management Unit, situated on the upper level of the West Wing of the Mogale City Civic Centre, Corner Commissioner and Market Streets in Krugersdorp.

COMPULSORY TENDER DOCUMENTS:

2. **Tax Clearance Certificate / Tax Compliance Status documents with Pin.**
Each company within the Joint Venture / Consortium must submit Tax Clearance Certificate or a copy of Tax Compliance Status document with Pin
3. **Certified copies of their BEE certificates from an accredited BEE verification agency with their tender submission or sworn Affidavit.**
4. **Certified copies of directors ID.**
5. **Copy of company registration documents.**
6. **Copy of latest municipal account which is not more than 3 months old at the time of closing.**
7. **The bidding entity as well as all its directors must submit Municipal account which is not more than three (3) months in arrears or valid lease agreement which is in the name of the business and or the directors, which must stipulate the responsibility of payment of municipal services.**
 - 6.1 **If the responsibility of payment of municipal services is that of the tenant/lessee, please provide proof of payment of those services.**
 - 6.2 **If the business operates from the different address as per CIPC document, affidavit must be provided**
- 7 **Central Supplier Database (CSD) registration summary report**
- 8 **Completed and Signed Schedule of Quantities**
- 9 **Authority of Signatory must be completed and signed in case of a business not sole proprietor or one-person business or board of director's resolution authorizing signature to sign off the bid documents.**
- 10 **MBD 1: Invitation to tender**
- 11 **MBD 4. Declaration of Interest.**
- 12 **MBD 5: Declaration of procurement value above R10 million**
- 13 **MBD 6.1 Preferential Points**
- 14 **MBD 8: Declaration of bidders past supply chain management practices**
- 15 **MBD 9: Certificate of independent bid determination.**

BIDDING TENDER CONDITIONS:

8. All suppliers of good & services are urged to register in the National Treasury web based Central Suppliers Database with Effect from 1 July 2016 @ www.csd.gov.za
9. As per National Treasury Instruction No.4 A of 2016/2017 National Treasury Supplier Database, organs of state must ensure that suppliers awarded business with the State, excluding instances mentioned in paragraph 3.3, are registered on the CSD prior to award letter/purchase order/signed contract being issued.
10. According to the amended Codes of Good Practice, an *Exempted Micro Enterprise (EME)* is only required to obtain a sworn affidavit or a certificate issued by Companies Intellectual Property Commission (CIPC) confirming their annual turnover of R10 million or less and level of Black ownership to claim BEE points
11. According to the amended Codes of Good Practice, Qualifying Small Enterprise (QSE) is only required to obtain a sworn affidavit or a certificate issued by Companies Intellectual Property Commission (CIPC) confirming their annual turnover of R50 million or less and level of Black ownership to claim BEE points.
12. A trust, consortium or joint venture will qualify for points for the BBBEE status level as a legal entity, provided that the entity submits their consolidated BBBEE status level certificate. If a bidder does not submit a certificate substantiating the BBBEE status level of contribution/ and Affidavit or is a non-compliant contributor, such bidder will score 0 out of the maximum of 20 points for BBBEE.
13. Tenders by joint ventures are to be accompanied by the Document Formation of the joint venture, duly registered and authenticated by a Notary Public or other official deputized

to witness sworn statements. This document must define precisely the conditions under which the joint venture will function, the period for which it will function, the persons authorized to represent and obligate it, the address for correspondence, the participation of several firms forming the joint venture and any information necessary to permit a full appraisal of its functioning, including a clause to the effect that the members of the joint venture are jointly and severally bound.

14. No late tender will be accepted.
15. Telefax or e-mail tenders will not be accepted.
16. Service providers shall initial each and every page of the tender document.
17. Tenders may only be submitted on the bid documents as provided by Mogale City. The use of tipp-ex is not allowed on the bid documents. Bids completed in pencil will be regarded as invalid bids. No page(s) may be removed from the original tender document
18. Requirements for sealing, addressing, delivery, opening and assessment of tenders are stated in the tender document;
19. In the event of a mistake having been made it shall be crossed out in ink and be accompanied by a full signature at each and every alteration.
20. The Municipality reserves the right to reject the Bid if corrections are not made in accordance with the above.
21. The lowest or any tender will not necessarily be accepted, and Mogale City reserves the right to accept a tender in whole or in part.
22. The validity period for this tender is ninety (90) days.
23. A Corporate social responsibility contribution of one (1) percent inclusive of 15%VAT will be levied on all companies/ service provides appointed as successful bidders if such companied are not based in the area of jurisdiction of Mogale City.
24. The Municipality reserve the right to negotiate a fair market related price with recommended bidders after a competitive bidding process or price quotations
- 25. The Municipality reserves the right to appoint and not to appoint.**
26. All tender prices must be inclusive of VAT.
27. The bid will be evaluated on an 80/20 or 90/10 principle where 80/90 points will be pricing and 20/10points is BBBEE component.
28. Tender documents may be downloaded from e-tender portal at www.etenders.gov.za as well as www.mogalecity.gov.za

MR PRINGLE RAEDANI
MUNICIPAL MANAGER