



An area of unfound diversity  
**Xhariep**

**District Municipality**

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Website: [www.xhariep.gov.za](http://www.xhariep.gov.za)

**Date: 01 July, 2011**

Xhariep District Municipality  
20 Louw Street  
Trompsburg

Private Bag X136  
Trompsburg  
9913

Enquiries: Supply Chain Management Unit  
Tel no: 051 713 9300/7/11

**NOTICE! NOTICE! NOTICE! NOTICE!**

**COMPILATION OF JOB DESCRIPTIONS FOR XDM STAFF: REF. XDM-  
JOBDISC10/11**

An advertisement is hereby placed in terms of **section 18** of the supply chain management policy of Xhariep District Municipality to invite prospective service providers/suppliers that will provide the municipality with the abovementioned service.

The closing date of the advertisement will be on the **12<sup>th</sup> of July 2011, 12:00pm** after which the determination of the successful service provider/supplier will be made using the **80/20** preference points system as **shown below**.

All the proposals must be submitted in the Xhariep District Municipality's tender box in a sealed envelope, with the reference clearly written on the envelope.

## EVALUATION CRITERIA

### 1. Functionality

This method of evaluation will be used as a pre-requisite for all the service providers/suppliers to qualify for the second stage of evaluation where **PRICE** and **HDI** and / or other **RDP** goals will be used.

A minimum threshold of **30 percent** must at least be achieved by service providers/suppliers for them to proceed to the second stage of evaluation. *See tender document for more details.*

### 2. PRICE, HDI/RDP GOALS

All the service providers/suppliers who complied with the minimum requirements set in the first stage of evaluation will now be evaluated both on PRICE and HDI and /or RDP goals. Price will be **80** and **20** will be for **HDI** and / or other **RDP** goals.

### 3. POINTS ALLOCATION FOR PRICE WILL BE AS FOLLOWS:

No	Element	Points
1	Price	80
2	Ownership Equity	20
	HDI	6
	WEO	6
	Disability	4
	Locality(Provincial)	2
	Locality(Xhariep region)	2
	<b>Total Points</b>	<b>100</b>

Price- 80  
 Equity- 20  
 100

### SPECIAL CONDITIONS OF A TENDER:

- All prices quoted must be VAT inclusive;
- No tender document will be accepted if not properly sealed and marked;
- The general conditions of contract will be applicable to this tender;
- Bids not signed by the bidder will be rejected;

- Original tax clearance certificate must be attached;
- No rectification/correction fluid may be used on the document;
- Any special condition or requirement as contained in the bid document;
- All bids that do not comply with the above conditions will be disqualified in terms of section 13 of the supply chain management regulations no. 27636 of 30 May 2005.
- Bids received after closing **TIME** and **DATE** will **NOT** be considered;
- The highest points or any bid will not necessarily be accepted, and the Municipality reserves the right to subdivide the contract and accept any portion of any bid;
- Tender documents are available at a **non-refundable price of R50.00**

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**T.L. Mkhwane (Mr)**  
**Municipal Manager**

Xhariep