



An area of unfound diversity

Xhariep

District Municipality

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Xhariep District Municipality
20 Louw Street
Trompsburg
9913

Enquiries: Mr JS Matobako
Manager: Supply Chain Management
Tel no: 051 713 9300/7/11

ADVERTISEMENT

REQUEST FOR FOUR (4) PROPOSALS:

- 1. BACKUP SERVICES**
- 2. MICROSOFT LICENSES (30)**
- 3. TWO (2) BUSES AND TWO (2) TAXIS FOR OR TAMBO GAMES PARTICIPANTS**
- 4. T-SHIRTS AND CAPS FOR 165 OR TAMBO GAMES PARTICIPANTS**

An advertisement is hereby placed in terms of **Chapter 2, paragraph (19) (1)** of the Supply Chain Management policy of Xhariep District Municipality. The Municipality invites prospective service providers/suppliers to provide the municipality with the above mentioned services/products.

The closing date of the advertisement will be on the **18th of October 2019, 12H00 midday** after which the determination of the successful service provider/supplier will be decided using the **80/20** preference points system as **shown below**. All the bids document(s) must be put in the municipal bid box.

EVALUATION CRITERION

1. FUNCTIONALITY – ONLY TO BE APPLIED ON MICRO-SOFT VOLUME LICENCE AND BACK – UP SERVICES

This method of evaluation will be used as a pre-requisite for all the service providers (*who submitted proposals for the micro-soft volume licence and back-up service*) to qualify for the second stage of evaluation where **PRICE AND B-BEE** status will be used.

A **minimum threshold of 70% must** at least be achieved by service providers or suppliers for them to proceed to the second stage of evaluation. *See document for more details*

2. POINTS ALLOCATION FOR BOTH PRICE AND B-BBEE WILL BE AS FOLLOWS:

No	Element	Points
1	Price	80
2	B-BBEE	20
	Total Points	100

Price- 80
 B-BBEE - 20
 100


DOCUMENTS TO BE SUBMITTED

- Proof of (CSD) Central Supplier Database Registration must accompany the bid document;
- Proof of Company Registration (e.g. CK 1/2);
- B-BBEE certificate in order to claim points, (*not necessarily a disqualifications*); and
- Municipal rates and taxes account/ lease agreement.

SPECIAL CONDITIONS OF A TENDER:

- Bid documents are available at **non-refundable cash payment of R100.00 each**;
- The 80/20 preference points system will be used for all these tender/bid.
- Proof of (CSD) Central Supplier Database Registration must accompany the bid document.
- Bids must be enclosed in a sealed envelope clearly stating the tender number.
- No bid documents will be accepted if not properly sealed and marked.
- The general conditions of contract will be applicable to this tender.

- Each page of General Condition of a Contract “GCC” to be initialled by the service provider/supplier.
- Bids not fully completed and signed by the bidders will be rejected.
- Proof of municipal rates and taxes/lease agreement must be attached.
- No rectification/correction fluid will be used on the document.
- Bids received after closing **TIME** and/ or **DATE** will **NOT** be considered.
- All bids that do not comply with the above conditions will be disqualified.
- The bid with the lower/lowest price or higher/highest points may not necessarily be accepted.
- The Municipality reserves the right to sub-divide the contract and/or accept any portion of any bid thereof.
- Xhariep District Municipality reserves the right not to award any contract to any bidder.
- **Bids must be placed in the Xhariep District Municipality’s tender box. No emailed or faxed tenders will be accepted.**



Ms LY Moletsane
Municipal Manager