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Date: 13 September 2023

Xhariep District Municipality
20 Louw Street
Trompsburg
9913
Enquiries: Mr JS Matobako
Manager: Supply Chain
Tel no: 060 998 3756

ADVERTISEMENT

REQUEST FOR QUOTATION(S):
1. SUPPLY AND DELIVERY OF CLEANING MATERIALS
2. DRAFTING OF THE EMPLOYMENT EQUITY PLAN

An advertisement is hereby placed in terms of **Chapter 2, Paragraph (18) (a)** 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.

The closing date of the advertisement will be on the **19th of September 2023, 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

- POINTS ALLOCATION FOR BOTH PRICE AND SPECIFIC GOALS WILL BE AS FOLLOWS** (please refer to the tender document for more details);

No	Element	Points
1	Price	80
2	Specific Goals	20
	Total Points	100

Price- 80
Specific Goals- 20
100

NB: For the purpose of this tender/project: specific goals will be BBB-EE and Locality

1. **Functionality, Price and Specific Goals** will only be applied on the “Drafting of the Employment Equity Plan”.
2. **Price and Specific Goals** will only be applied on the “Supply and Delivery of Cleaning Materials”.

SPECIAL CONDITIONS

- Bid documents are available at **non-refundable cash payment of R75.00 or downloaded for free on E-tender:**
- The 80/20 preference points system will be used for all these tender/bid;
- All prices quoted should be valid for a period of ninety (90) days and where applicable, be inclusive of VAT;
- Proof of (CSD) Central Supplier Database Registration must accompany the bid document;
- B-BBEE certificate in order to claim points, (failure of which it will result in non-allocation of points);
- Tax Status Pin to be attached;
- 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;
- Bids not fully completed and signed by the bidders will be rejected;
- Proof of municipal rates and taxes/lease agreement must be attached;
- No 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; and
- **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