

Office of the Municipal Manager

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INTSIKA YETHU MUNICIPALITY: BID NOTICE AND INVITATION

Intsika Yethu Municipality hereby invites all the suitable service providers for the following bids:

Bid Number	Bid Description	Bid Document Price	Preferential Point System	Functionality	Points	Enquiries	Closing Date												
IYM SCMU 13-2020/2021	PROVISION OF BANKING SERVICES	R 534.41	80/20 80=Price 20 =B-BBEE status level of contribution	<table border="1"> <thead> <tr> <th>Criteria</th> <th>Points</th> </tr> </thead> <tbody> <tr> <td>Methodology</td> <td>20</td> </tr> <tr> <td>Office space and financial capacity</td> <td>45</td> </tr> <tr> <td>Experience with Municipal Environment</td> <td>30</td> </tr> <tr> <td>Other services not in the document</td> <td>05</td> </tr> <tr> <td>TOTAL</td> <td>100</td> </tr> </tbody> </table>	Criteria	Points	Methodology	20	Office space and financial capacity	45	Experience with Municipal Environment	30	Other services not in the document	05	TOTAL	100		Technical enquiries: L. Londingwe 047 874 8766 SCM enquiries: K.Mdingi BTO 047 874 8738	09 February 2021 @ 12h00
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Methodology	20																		
Office space and financial capacity	45																		
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Other services not in the document	05																		
TOTAL	100																		

NB: Only bidders who have scored 80 points and more on functionality will proceed to the next stage of evaluation, on price bidders will be evaluated on (80/20). Bid documents will be available from Supply Chain Management Unit on 03 November 2020. The deposit is to be paid at the Budget and Treasury Office, Corner of Windus and Bellair Street, Cofimvaba either in cash or by EFT payable to Intsika Yethu Municipality.

Bidders must take note of the following bid conditions:

1. Submission of a Tax Compliance Status Pin (TCSP);
2. Fully completed and signed Bid document;
3. A B-BBEE Verification Certificate from a verification agency accredited with South African Accreditation System (SANAS) or by a registered auditor approved by the Independent Regulatory Board of Auditors (IRBA) or by an Accounting Officer contemplated in the Close Corporations Act (CCA) must be provided. In the case of an Exempted Micro Enterprise (EME), a sworn affidavit prescribed by the B-BBEE Codes of Good Practice is sufficient. Bidders will not be disqualified for non-submission of a (valid) B-BBEE Certificate or sworn affidavit but will be declared as a non-contributor thus interpreted as having not claimed the B-BBEE points.

4. A letter of reference from either the current or previous local government clients (if any) signed by the Accounting Officer of the municipality or delegated official, attaching the signed written delegation, as testimony of the bidder's ability to execute constitutional, administrative, procurement and other municipal law related instructions to be supplied.
5. Copies of company registration documents with clear percentage of ownership (if applicable).
6. No points will be allocated if:
 - appointment letters are not signed by the Accounting Officer or Delegated official;
 - Reference letters are not signed by the Accounting Officer or delegated official affirming that the project was completed.
 - A signed letter of delegation is not attached.
7. A Municipal Billing Clearance certificate or Municipal Utility Bill (Statement) of not older than 3 months certifying that the bidder has no outstanding amounts of more than 3 months (in arrears) for :
 - (a) municipal property rates; and
 - (b) utility services including water

in respect of the municipality in whose jurisdictional area the bidder's business operations locate. In the case of tenancy, a valid lease agreement signed by both the lessor and the lessee indicating that the lessor, not the lessee, is responsible for rates and services to the municipalities. In the case where no such lease agreement is signed, an official confirmation letter of lease signed by the owner of bidder's business premises ACCOMPANIED by a municipal clearance certificate/statement indicating that the owner is responsible for such rates and services. In the case of a bidder operating business in villages where no rates and services are billed, municipal proofs of residence from the municipal ward councillor. Failing to meet the above requirements renders bidders disqualification.

8. Bidders must be CSD registered prior submission of the bid.
9. Certified copies of Identity Documents of shareholder or Director of the company, and not older than 3 months.
10. MBD forms must be completed and signed.
11. Tenders which are late, incomplete, unsigned or submitted by facsimile or electronically, will not be accepted.
12. Failure to submit original or certified BBBEE certificate with certification date will result in a tender losing points for BBBEE
13. All bids must be completed with a black pen, the use of pencils or any other colour pen will render the bid non-responsive.
14. No bids will be considered from persons in the service of the state (as defined in the Municipal Supply Chain Management Regulations).

15. Bids submitted will hold valid for a period of 90 days and if your company has not heard within this period take it to heart that your company was unfortunately unsuccessful.

Duly completed bids and supporting documents in a sealed envelope, clearly marked with **BID NUMBERS** must be delivered to Intsika Yetnu Municipality Main Office, 201 Main Street Cochinva.


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B. Bavu-Ntoyini
CFO


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S. Koyb
Municipal Manager