



MBD1

PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE THULAMELA MUNICIPALITY					
BID NUMBER:	47/2023/2024	CLOSING DATE:	08 DECEMBER 2023	CLOSING TIME:	11:00 AM
DESCRIPTION	REPLACEMENT OF ELEVATOR SYSTEM AT THULAMELA HEAD OFFICE				
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).					
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
OLD AGRIVEN BUILDING					
THOHOYANDOU					
0950					
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
TAX COMPLIANCE STATUS	TCS PIN:		OR	CSD No:	
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	☐ Yes ☐ No	B-BBEE STATUS LEVEL SWORN AFFIDAVIT		☐ Yes ☐ No	
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]					
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES, ANSWER PART B:3]	
TOTAL NUMBER OF ITEMS OFFERED			TOTAL BID PRICE	R	
SIGNATURE OF BIDDER			DATE		
CAPACITY UNDER WHICH THIS BID IS SIGNED					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:			TECHNICAL INFORMATION MAY BE DIRECTED TO:		
DEPARTMENT	FINANCE		CONTACT PERSON	MR PHASWANA K	
CONTACT PERSON	MUDZILI TP		TELEPHONE NUMBER	015 962 7676	
TELEPHONE NUMBER	015 962 7629		FACSIMILE NUMBER	015 962 4020	
FACSIMILE NUMBER	015 962 4020		E-MAIL ADDRESS		
E-MAIL ADDRESS	mudzilip@thulamela.gov.za				



MBD1

PART B TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:	
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.	
1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED-(NOT TO BE RE-TYPED) OR ONLINE	
1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.	
2. TAX COMPLIANCE REQUIREMENTS	
2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.	
2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.	
2.3 APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA .	
2.4 FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3.	
2.5 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.	
2.6 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.	
2.7 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.	
3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS	
3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	☐ YES ☐ NO
3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA?	☐ YES ☐ NO
3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	☐ YES ☐ NO
3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	☐ YES ☐ NO
3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	☐ YES ☐ NO
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.	

NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.
NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE.

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:

DATE:



THULAMELA LOCAL MUNICIPALITY

INVITATION TO BID

REPLACEMENT OF ELEVATOR SYSTEM AT THULAMELA HEAD OFFICE

Thulamela Local Municipality is inviting capable service providers for Replacement of Elevator System at Thulamela Head office.

Bid Number	Project Description	CIDB Grading	Non-Refundable Bid Price	Evaluation Criteria
No.: 47/2023/2024	Replacement of Elevator System at Thulamela Head Office Old Building	3ME or Higher	R3.00 per page or can alternatively be downloaded from Thulamela Website (www.thulamela.za)	80/20 Preference points system and functionality

Tender documents are obtainable from Procurement Office, Office No. 02 at Thulamela Local Municipality Head Office, during the following times: 08:00 to 15:30 (Monday to Friday) at a **Non-refundable bid price of R3.00 per page** as from **20 November 2023** or can alternatively be downloaded from Thulamela website (www.thulamela.gov.za) for free. The tenderer(s) should also download SCM forms that are found in the **SCM-FORMS sub folder** on the website and complete as part of the Bid documents.

The service providers must submit the completed Bid documents (in black ink) and hand deliver or courier them to Thulamela Municipality. All completed Bid documents (hand delivered or couriered) must be dropped in the BID BOX before the closing date and time of the Bids closure. The onus is on the service providers to make sure the Bid documents are submitted on time and late submission won't be accepted.

Interested service providers must attend a compulsory briefing session on 29 November 2023 at 10h00. Venue: Thulamela local Municipality Head Office Council Chamber.

Interested service providers will be expected to submit the Bid documents with the following compulsory requirements.

- ❖ Tax Compliance Status Letter or Tax Compliance Pin Number
- ❖ Company registration documents (e.g., CK)

BID NUMBER 47/2023/2024: REPLACEMENT OF ELEVATOR AT THULAMELA HEAD OFFICE OLD BUILDING.

- ❖ Proof of registration with CIDB
- ❖ Proof of registration with ECSA
- ❖ Proof of registration on CSD
- ❖ Proof of municipal rates and taxes or municipal service charges owed by the bidder and all its directors, not in arrears for more than 3 months. (The proof of municipal rates and taxes or municipal service charges to be submitted must not be older than three (3) months from the closing date of the bid. Attach valid lease agreement in case of rental of office facilities and municipal clearance in respect of the areas exempted from billing by municipalities.
- ❖ List of elevator projects completed by Contractor in the last 10 years with clients contact details, description, and contract values (Attached signed appointment letters/purchase orders and completion certificates).
- ❖ Highlights the similarities on the completed projects comparing to the Summary of the specification as attached on the tender document/Advert.

Tenderers should note the following: Functionality will be scored out of **100%** and the **minimum threshold to qualify is 70%**. Tenderers who fail to meet the minimum threshold will not be considered for further evaluation.

	TARGETED GOALS:	WEIGHT
Points for functionality	Experience of the Construction Company	30
	Presentation by the Contractor and proposal	55
	Financial Reference	15
TOTAL		100

Bids will be assessed under the provisions of the following Acts and its Regulations: Municipal Finance Management Act, (Act 56 of 2003); PPPFA, Supply Chain Management Policy of the municipality in accordance with the specifications and in terms of **preferential points system and functionality**.

Specific Goals Categories (CSD will be used for verification)	Number of Points (80/20 system) 20 Points breakdown
1. 100% Black ownership	10
2. 100% Women ownership	5
3. Youth	3
4. Disability (Medical certificate will be used to verify the disability status of the bidder)	2

Sealed bid documents must be submitted in envelopes clearly indicating ***"BID NUMBER AND DESCRIPTION"*** on the outside and must reach the undersigned by depositing it into the official Bid Box at the front of the main entrance to the Civic Centre, by no later than 11H00 on, 08 December 2023.

Administrative queries can be directed to Mr. Mudzili T.P. at 015 962 7629 and technical queries can be directed to Mr. Phaswana K. at 015 962 7676 or Ms. Gangashe A. at 015 962 7625, during office hours.

The Municipality is not bound to accept the lowest Bid and reserves the right to accept any part of a Bid. Bids must remain valid for a period of ninety (90) days after closing date of the submission thereof.

Bids may only be submitted on the bid documentation provided by the municipality.

NB:

Bids which are late, incomplete, unsigned, completed by pencil, sent by telegraph, facsimile, electronically (Fax), or E- mail and without the compulsory requirements will be disqualified.


 MAKUMULE M. T.
 MUNICIPAL MANAGER

16. 11. 2023
 DATE



THULAMELA LOCAL MUNICIPALITY

REPLACEMENT OF ELEVATOR AT THULAMELA HEAD OFFICE OLD BUILDING

DESIGN, PROJECT MANAGEMENT AND IMPLEMENTATION.

1. BACKGROUND

In pursuance to the dictates of the Municipal Finance Management Act and other parallel pieces of legislation, Thulamela Municipality intends to Contractors for Project management replacement Elevator system.

2. OUTLINE

These terms of reference set down the minimum scope of work for which the service providers are responsible. They define key accountabilities and what the service providers are responsible for delivering.

3. CONDITIONS OF APPOINTMENT

Compliance with and performance in terms of these terms of reference is a specific condition of the existing appointment of the service provider. The contractor should be appointed in terms of CIDB requirements.

4. REQUIRED BIDDER PROFILE

Interested parties should indicate in their proposals their expertise and their capacity to undertake this assignment together with an indicative project plan.

The interested parties should also be intimately familiar with the policy and strategy publications of the Government of the Republic of South Africa, the Limpopo Provincial Government, and with the initiatives taking place in various government fronts at national, provincial, and local spheres. Prospective service providers must show a proven knowledge of services provision and project management principles and methodologies.

5. COMPLIANCE WITH THE PROGRAMME MANAGEMENT SYSTEM

6. STAKEHOLDER CONSULTATION

It is imperative that the proposal should provide for the full integration of stakeholders to ensure buy-in to the proposal process and commitment to the proposals. The Professional

Service Provider (PSP) must proactively identify key stakeholders and engage with them in accordance with an appropriate communications and consultation plan.

7. TERMS OF REFERENCE

The specific terms of reference when appointed are as follows:

- Incorporation of Occupational Health and Safety in the Contract to be signed after appointment and ensuring that contractors follow those guidelines (Safety file to be forwarded to the Municipality before the handing over.)
- Project management including convening site meetings and the supporting documents need to be forwarded to the Municipality.
- Being accountable for all quality and risk issues of the project.
- Registering projects on the EPWP and failure to do so the Municipality shall have the right not to pay the service provider concerned.
- Ensuring that projects are implemented Labor Intensive Methods.
- Ensuring the contractors meet the CIDB requirements.
- Project implementation and handing over to Municipality as per contract date.
- Ensuring that General Conditions and Special conditions are fully adhered to.

8. EVALUATION CRITERIA

TECHNICAL REQUIREMENTS

In addition of the basic requirements as spelt out in the tender advert, the points for technical requirements and value of proposal (functionality) will include, but not limited to the following:

- Similar Experience of construction company
- South African Similar Experience of electrification Projects of Consulting Electrical Engineering Company
- Proof of banking details from the bank (Confirmation Letter by the Bank)
- South African Identity Personal Documents of the Directors.
- Highlights Similar completed Projects with the summery of specification.

9. BID ENQUIRIES

Enquiries in connection with these invitation for design and electrification of villages should be directed to Senior Manager Technical Gangashe A and Supply Manager Mudzili P at phone at 015 962 7500.

10. TECHNICAL ENQUIRIES

All technical enquiries should be directed to Mr. Phaswana K at 015 962 7676 or Ms. Gangashe A. at 015 962 7625, during office hours.

11. PROJECT DURATION

The projects shall run until 30 June 2024.

12. CONTRACT SIGNING

Thulamela Local Municipality shall enter into a legally binding contract with the successful bidder.

13. KEY PROPOSAL DELIVERABLES

The proposals should address but not limited to the above-mentioned deliverables in detail. There is no prescribed format for writing project proposal; however, the proposals should include the following:

- (i) Introduction.
- (ii) Background.
- (iii) Approach.
- (iv) Best Practise Lessons.
- (v) Proposed project execution plan
- (vi) List of previous projects with projects.
- (vii) Proposed project communication plan.
- (viii) Company Profile including a clear outlined equity structure.
- (ix) Resumes of ONLY people to be assigned to the project/s.

- (x) Compliance documents (Original SARS Certificate, and ECSA Registration). Non submission of any of the compliance documents in brackets will lead to automatic disqualification. In case of a Joint Venture, both JV member firms shall conform to SARS Certificates.

14. EVALAUTION CRITERIA

COMBINED TECHNICAL SCORE

The Service Providers s technical score will be calculated as follows:

1.1 Experience for construction company (Max 30 points)				
similar one (1) Elevator project experience will be only 15 points				15 points
Two (2) and more elevators project experience will be 30 points.				30 points
Maximum 30 points				30 points
Maximum Points				
1.2 Presentation by the Contractor				55
1.5 Financial Reference (max points 15)				
Tenderer submitted banking details and proof attached	5.0 Points			5 Points
Registered financial institution 's full details as guarantor or in the amount of 10% as specified for surety purposes shall be submitted or letter of intent.	5.0 Points			5 Points
Banking rating "c" or better	5.0 Points			5 Points
Maximum				15 Points

The following is a statement of similar work executed by the company/ies in the last ten (10) years:

Employer, Contact person and telephone number	Description of contract	Value of work inclusive of VAT (Rand) if applicable	Date Completed	Similar Projects to the Breakdown Activity and Completed Projects

REPLACEMENTS OF ELEVATOR SYSTEM AT THOHOYANDOU MAIN BUILDING

SANS APPROVED SYSTEM

ITEM	DESCRIPTION	UNITS	QUANTITY	RATE	AMOUNT (In Rands)
1	Project management and Professional fees.	each	1		
2	Duty load 1000kg	each	1		
3	2 stop lift	each	1		
4	Rise in metres (4metres)	metres	1		
5	speed for lift is in m/s	each	1		
6	Hostery 2000mm wide to 2500mm deep and 2300mm high	each	1		
7	Car doors: 900mm opening width 2010mm opening height	each	1		
8	Pit depth 1300mm	each	1		

9	Motor drive, energy efficiency radial synchronous permanent magnet motor	each	1		
10	Car finishes ,car interior walls will be finished in the brushed stainless steel	each	1		
11	Car door finish,cars doors will be finished in the brushed stainless steel	each	1		
12	Car front returns will be finished in the brushed stainless steel	each	1		
13	Flooring :the car steel,Car will be provided with a rubber flooring	each	1		
14	Ceiling, The car will be provided with the ceiling finished in brushed stainless steel	each	1		
15	Car operating : will be finished in brushed pannel stainless steel	each	1		
16	Mirror ,pear wall ,half heist	each	1		

17	Hand rail: three sides finished in brushed stainless steel.	each	1		
18	Landing door panel type ,landing doors will be finished in all floors and rear entrance	each	1		
19	Landing door frame type will be finished in all at the floors front and rear entrances type ,landing doors will be finished in all floors front and rear entrances	each	1		
20	It should have emergency call devise	each	1		
21	Removing/reconnecting,delivering and reassembling the old lift to tshiulungoma camp storage.	each	1		
22	Reconstruction and backfilling wall and the floor	each	1		
23	Re designing and approval for the wall	each	1		

24	Re-building for the wall,including plastering and painting	each	1		
25	Administrative and handing over process with labour department.	each	1		
26	Rewiring and Reconnection of the system and Service Provider should provide COC	each	1		
27	storage and training cost	each	1		
28	Rebuilding of the wall to fit the lift	each	1		
29	Commissioning	each	1		
SUBTOTAL					
ADD 15% VAT					
TOTAL					