



INVITATION TO BID

BID NO.	Project Name	Briefing session Place Date & Time	Bid Closing Date
PSJLM-ENG- 2020/21 - 52	Appointment of a Professional Service Provider to plan, implement and monitor Energy Efficiency and Demand Side Management (EEDSM) project, as and when required on behalf of PSJ Local Municipality for a period of 3 years.	PSJ Town Hall Date: 18. 05. 2021 Time: 11:00 AM	10 – 06 – 2021

Bid Documents containing details and requirements of these projects will be available from **14 May 2021** at Port St. Johns Municipal **Finance offices**, upon payment of a **non-refundable fee of R389.95** per document (either in cash or by means of EFT made payable to Port St Johns Municipality). Municipal banking details are obtainable at Revenue Office. If **eTenders website is working Tender Documents will also be uploaded on eTenders website www.etenders.gov.za** or PSJ Municipality website

Completed proposal and supporting documentation must be placed in a **sealed envelope** clearly marked on the outside of the envelope with bid details of project it is meant for, e.g: **Re - PSJLM-ENG-2020/21- 52, Appointment of a Professional Service Provider to plan, implement and monitor Energy Efficiency and Demand Side Management (EEDSM) project, as and when required on behalf of PSJ Local Municipality for a period of 3 years.**

The envelope must be dropped in the marked bid box placed at the Reception Area - Port St. Johns Municipal offices, Erf 257 Main Street, not later than **11:00 AM on the date as mentioned above**. All the received bids will be opened in public at the same time and date.

All SCM related enquiries shall be directed to N. Baleni within normal office hours at **(047) 564 1207/8** or nbaleni83@gmail.com, Technical Enquiries shall be directed to Mr Kwape on 082 798 5785 or thabokwape@yahoo.com

Price & Preferential Policy

Price : 80 Points

B-BBEE Status Level of Contribution* : 20 Points (Ref: Regulation 5 (2) and 6 (2) of the Preferential Procurement Regulations)

TOTAL : 100 Points

BIDDERS MUST SUBMIT THE FOLLOWING:




- Service Providers must be registered on CSD and submit a detailed CSD report OR CSD Supplier Number
- Valid Rates clearance statement which is not older than 90 days obtained from your respective Municipality or a signed lease agreement by both parties. If exempted please attach letter of exemption from your respective Municipality's revenue office as proof that the bidder as per the Municipality's valuation roll does not own any property which is not later than 90 days.
- Compliance Tax Pin for verification on SARS
- A certified copy of B-BBEE certificate and for joint ventures B-BBEE must be combined and certified, B-BBEE certificate must be SANAS approved or a signed sworn affidavit with original stamp from Commission of Oath.
- For JV Bidders must attach a combined valid SANAS approved B-BBEE certificate.
- Latest Full financial statements prepared by Accredited Accountants which is registered with relevant Accounting body and must be signed by Accountant and Service Provider
- Any other information to support the project must be provided
- All other information is contained on the Tender Document
- In the case of a Joint Venture, a detailed Joint Venture Agreement must be submitted indicating the level of involvement and responsibilities of each Joint Venture partner must be submitted. Individual partners are to comply and submit all relevant documents.
- Failure to comply /complete the tender document and all the supplementary information will result in bidder being deemed non-responsive.
- Late, telegraphic, facsimile, incomplete or unsigned Bids will not be considered.
- Bidders will be assessed on Functionality and Price in accordance with the Municipality Supply Chain Management Policy and in terms of Preferential Policy Framework Act, 2000 (Act No.5 of 2000) as explained above.
- Proposals are to hold good for a period of 90 days (validity of bid) from the date of bids closing.
- If communication is not received from Port St Johns Municipality within 90 days of the bid consider your Bid as non-responsive.

Port St. Johns Local Municipality does not bind itself to accept the lowest or any bid and reserves the right to accept the whole or any part of the bid or cancel the Bid.

ISSUED BY:



MR H.T HLAZO
MUNICIPAL MANAGER



DATE

