



INVITATION TO BID FOR THE FOLLOWING DIFFERENT PROJECTS

Bid Number	Project Name	CIDB Grading	Compulsory Briefing and Site Inspection	Bid closing date
PSJLM-COMM-2022/23 - 23	Appointment of a service provider for Maintenance of Community Hall in Ward 11.	1 GB or Higher	Date: 29 – 05 - 2023 Venue: PSJ Town hall Time: 09:00am	20 – 06 - 2023
PSJLM-COMM-2022/23 - 24	Appointment of a service provider for Maintenance of Community Hall in Ward 04	1 GB or Higher	Date: 29 – 05 - 2023 Venue: PSJ Town hall Time: 09:00am	20 – 06 - 2023
PSJLM-COMM-2022/23 - 25	Appointment of a service provider for Maintenance of Sports field in Ward 11.	1 CE or Higher	Date: 29- 05- 2023 Venue: PSJ Town hall Time: 09:00am	21 – 06 - 2023
PSJLM-COMM-2022/23 - 26	Appointment of a service provider for Maintenance of Sports fields in Ward 04	1 CE or Higher	Date: 29 – 05 - 2023 Venue: PSJ Town hall Time: 09:00am	21 – 06 - 2023
PSJLM-ENG-2022/23 - 27	Supply and Installation of Civil Designer 8.5 Software	N/A	Not Applicable	05 – 06 – 2023
PSJLM-COMM-2022/23 - 28	Supply and Delivery of 8500 Litres of Petrol for a period of 2 years when need arise	N/A	Not Applicable	22 - 06 – 2023
PSJLM - ENG -2021/22- 29	Plant Hire for a period of Two years when the need arises.	N/A	Not Applicable	22 – 06 - 2023
PSJLM-ENG-2022/23 - 32	Panel of Contractors for disaster projects as and when required for period of 2 years	1CE - 6CE or Higher	Not Applicable	23 – 06 - 2023

Bid Documents containing details and requirements of these projects will be available from **23 May 2023** at Port St. Johns Municipal **Finance offices**, upon payment of a **non-refundable fee of R425.00** 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. **Tender Documents will also be uploaded on eTenders website www.etenders.gov.za** and can be downloaded for free bidders should ensure the printing of documents is as per the colors requested.

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: **PSJLM-COMM-2022/23- 23, Appointment of a service provider for Maintenance of**



Community Hall in Ward 11. (Failure to adhere to the requirement will lead to disqualification)

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 Mrs N. Baleni - Gxumisa within normal office hours at 079 890 4517 or nbaleni83@gmail.com, Technical Enquiries shall be directed to Mr Kwape on 082 798 5785 or thabokwape@yahoo.com and Mr Obose on 072 703 8379 or engineering@psimunicipality.gov.za

Bidders will be evaluated on Tender data, Functionality assessment and Financial Offers.

Price & Preferential Policy as per Port St Johns Supply Chain Management Policy

Price: : 80 Points

Two Special Goal : 20 Points

TOTAL : 100 Points

BIDDERS MUST SUBMIT THE FOLLOWING:

- Service Providers must be registered on CSD and submit a detailed CSD report.
- Bidders must be registered on CIDB and provide CRS Numbers as per the stated above grading.
- Attach valid Current Rates clearance statement of Company or Its Directors which is not older than 90 days arrears obtained from your respective Municipality or attach a valid signed lease agreement by both Lessor and Lessee. If exempted, please attach letter of exemption from your respective Municipality's revenue office as proof that the bidder or its directors as per the Municipality's valuation roll does not own any property that is not older than 90 days, letter must be signed by BTO department representative and have original stamp from BTO department.
- Compliance Tax Pin for verification on SARS
- **For Panel of Contractors** – Bidders with CIDB Grade 3 and above must submit Current audited three year's Full financial statements prepared by Accredited Accountants and must be signed by both Accountant and Service Provider.
- All other information is contained on the Tender Document, any other information to support the project must be provided.
- In the case of a Joint Venture, a detailed Joint Venture Agreement must be signed by both parties' directors or as per company resolution and 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.
- For JV Company must submit a resolution letter, it must be on the letterhead of the company and must have stamp of the company.
- 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 Tender Data, Functionality and Price in accordance with the Municipality Supply Chain Management Policy and in terms of Preferential Policy Framework Act, 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.

Recommended by



Mr E. Mzayiya _ Senior Manager Community Services

ISSUED BY:



**MR M. FIHLANI
MUNICIPAL MANAGER**

15/05/2023

DATE