

TERMS OF REFERENCES

VHEMBE DISTRICT MUNICIPALITY
P/BAG X5006
THOHOYANDOU
0950

TEL: (015) 960 2000
FAX: (015) 960 1017

COMMUNITY SERVICES DEPARTMENT

SUPPLY AND DELIVERY OF DISASTER MANAGEMENT UNIFORM

BID NUMBER:VDM/COMM/19/03/2024/01

NAME OF BIDDER:

TOTAL AMOUNT:

Failure to enforce 30-day pay rule a killer of small business

VHEMBE DISTRICT MUNICIPALITY REQUEST FOR TENDERS/PROPOSALS



BID NUMBER	DESCRIPTION	BID FEE	DOCS AVAIL-ABLE	COMPULSARY BRIEFING SESSION	CLOSING DATE	TECHNICAL ENQUIRIES
VDM/ COMM/19/03/2024/01	Supply and Delivery of Disaster Management Uniform	R1898.00.00 Non Refundable or Freely Downloaded in the Vhembe District Municipality Website	14th May 2024	17th May 2024 at 10H00 at the Entrance of Vhembe District Municipality Offices	31st May 2024 at 12H00	General Manager Community Services Department Mr. Mukoma M at 015 960 2000
VDM/ CORP/15/03/2024/01	Managed Printing Solution (Rental for 36 Months)	R1898.00.00 Non Refundable or Freely Downloaded in the Vhembe District Municipality Website	15th May 2024	17th May 2024 at 10H00 at the Entrance of Vhembe District Municipality Offices	26th June 2024 at 12H00	Acting General Manager Corporate Services Department Ms Mulofoe T.G at 015-960 2000

Completed Tender document sealed in an envelope marked the above mentioned bids, Must be deposited in the bid box, next to the entrance of Vhembe District Municipality Offices, next to Khoroni Hotel (Former Venda Tusk Hotel) wherein the bids will be opened in public.

The following documents are required and shall form part of the bid: CSD summary report, Tax clearance compliance status letter or tax clearance compliance number, Company Registration Certificate, Proof of Purchased tender document receipt (for only purchased tender documents), Bidders Certified copy of ID Document, Proof that the bidder municipal business account or any of the directors municipal account is not in arrears (N.B. Municipal Clearance not older than three month) or NB: Letter from Traditional authority indicating that they are not paying Municipal rates and Audited Financial Statements (only bid above R10 000 000.00). Late bid, telegraphic, e-mails or telefax transmission documents will not be accepted. Vhembe District Municipality reserves the right to accept a tender as a whole or in part and does not bind itself to accept the lowest or any tender.

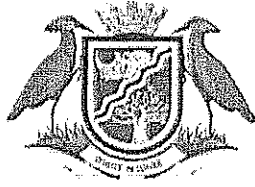
NB: All service providers/bidders are requested to pre-number and initial their documents before submission. No bid will be accepted from person in the service of the state. Administrative enquiries can be directed to Supply Chain Practitioners of Vhembe District Municipality at telephone number (015) 960 2129/2130/2131/2132 & 2133.

Mr KUTAMA Z.N (MUNICIPAL MANAGER) VHEMBE DISTRICT MUNICIPALITY

SW_00898

Greater Givani Municipality

**ADVERTISEMENT
THE GREATER GIYANI MUNICIPALITY IN**



SPECIFICATION FOR DISASTER MANAGEMENT OFFICERS UNIFORM 2024

ITEM	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL PRICE
1	Safety Boots: <ul style="list-style-type: none"> • Steel Toe Safety Boots. • Acid and Heat resistant • Anti-slip • Oil Resistant • Black 	30		
2	Socks: <ul style="list-style-type: none"> • Saegren Cushion Socks • Heavy gauge Military Rib. Bio – guard • Relaxed Lycra Welt For Minimum Leg Pressure And Maximum Comfort • Reinforced Heel And Toe For Extra Durability • 60% Cotton 30%Nylon 1%Elastane • Black 	30		
3	Safety Gloves: <ul style="list-style-type: none"> • Cut Resistant Level • Black 	30		
4	Hard Hats <ul style="list-style-type: none"> • Jockey Type with lamp • Blue 	30		
5	Rain Coat <ul style="list-style-type: none"> • Highly Visible Level 3 Garment • Font Flap Covering Zip closing with Studs. • Heavy duty nylon zip • Detachable Lining and a hood in the collar • All seams must be sealed to ensure 100% waterproofing • Reflective back panel: "VHEMBE DISTRICT DISASTER MANAGEMENT" 	30		

	<ul style="list-style-type: none"> Printed Municipality And Disaster Management Logo Red/Navy 			
6	<p>All Weather Reflective Jacket</p> <ul style="list-style-type: none"> Hi-Viz Parka Jacket 50mm Silver Reflective Tape Over Shoulders And Around Torso PU Coated For Water Resistance 3000mm Quilted Lining For Warmth Fold Away Hood Inner Patch Pocket With Flap Inner Cellphone Pocket Printed Municipality And Disaster Management Logo 300D Oxford Outer Shell Navy 	30		
7	<p>Padded Jacket/ Dry Mac</p> <ul style="list-style-type: none"> Detachable Hood Lined And Padded With Draw Cord And Adjustable Toggles Cellphone Pouch Pocket Concealed Zip Front With Press Studs 2 Lower Pockets With Snap Flaps Inner Knitted Wind Ribbed Cuff Printed Municipality And Disaster Management Logo Padding 180G/M2/Outer Fabric PVC Coated Water Resistant Polyester 180G/M2 Navy 	30		
8	<p>Fisherman Jacket</p> <ul style="list-style-type: none"> Versatile Waistcoat Styling Multi-Purpose Action Garment 2 Chest Pockets With Sub-Divisions Inner pockets With Water Protectors And Zippered Front Pockets Full Zip Front 	30		

	<ul style="list-style-type: none"> • Embroidered Municipality And Disaster Management Logo • 100% Cotton Twill Fabric • Khakhi/Olive/Navy 			
9	Knitted Peak Beanie <ul style="list-style-type: none"> • Beanie With a Peak • Embroidered Disaster Management Logo • 100% Acrylic Knit • Navy 	30		
10	Bush Hat <ul style="list-style-type: none"> • Safari Wide Brim Hat • Cord With Slide Toggle • Brass Eyelets And Studs • 4 Needle Stitch Cotton Twill Sweat Band • Embroidered Disaster Management Logo • Cotton Twill • Navy 	30		
11	Jump Suit/Flight Suit <ul style="list-style-type: none"> • Overall type • Detachable Sleeves • Additional Pockets • Embroidered wording " VHEMBE DISTRICT MUNICIPALITY DISASTER MANAGEMENT" in red at the back. • Embroidered Disaster Management & VDM Logos. • Two standard side pockets. • 3M 50mm Reflective Lime/Silver stitched around the biceps and Legs. • Name badge embroidered above right side pocket. • MX40 Rip-Stop • Navy 	30		
12	Reflective Golf Shirt <ul style="list-style-type: none"> • Hi-Viz 2 Tone Golf Shirt • Embroidered Disaster Management & VDM Logos • 100% Softex Polyester • Navy / Neon 	30		
13	Step Out Trouser <ul style="list-style-type: none"> • Zip fly, • Hip pocket position centrally on right front 	30		

	<ul style="list-style-type: none"> • Side pockets shall have vertical double-jetted openings • Plain bottoms single pleated front design • Eight (8) belt loops 10mm x 40mm long (between tacks) • Plain finished trouser bottoms • 55% trivina and 45% wool • Navy 			
14	Ladies Slacks <ul style="list-style-type: none"> • Plain weave • Zip fly • Two slanted side pockets • Waistband to button, straight leg • 40mm x 1cm loop • 92% Polyester, 8% Elastane <p style="text-align: center;">Navy</p>	30		
15	Chinos <ul style="list-style-type: none"> • 2 Side Slant Pockets • Pleated Front • Back Darts • Metal Zip Fly • Double Needle Front Rise And Seat • 7 Belt Loops • Double Needle Outside Leg • Back Welt Pockets • 100% Heavy Duty Cotton Twill 285G/M2 • Navy 	30		
16	Ladies Skirt <ul style="list-style-type: none"> • Cool Stretch Plain Suiting. Like the Mid Rise Piped Band Pant, this skirt has a detailed waist band which is a great feature for those wanting to wear their shirts tucked in. Slim skirt below knees with no pockets which coordinates well with all our jacket options. • Features are: Lining : Stretch Polyester • 92% Polyester, 8% Elastane • Navy 	30		

17	Magnum Short Sleeves Shirts <ul style="list-style-type: none"> • Button closing pocket flaps Flaps on pockets with blunted corners Button through front Open/Glad neck Stitched on creases front and down sleeves • Embroidered Disaster Management Logo • 65% Cotton 35% Polyester • Powder Blue 	30		
18	Long Sleeve Shirt <ul style="list-style-type: none"> • Semi stiffed raised collar with plastic bones, edge stitched • Two (2) pleated breast pockets 135mm wide x 150mm deep, with blunted bottom corners, scalloped flaps with buttons to fasten on all flap points • Shirt shall have long sleeves with fused gauntlet cuffs with curved points to button and shall accommodate cuff links • Embroidered Disaster Management Logo • 65% Polyester 35% Cotton • Powder Blue 	30		
19	Dress <ul style="list-style-type: none"> • Sleeveless Princess Style Fully Lined Cross Dyed Stretch • A classic short sleeve style with a zip and mti pleats in the back with Belt. This is a lined dress should be sits below the knee. • Features are :Stretch Lining, Back Zip, Rear Hem Mti Pleats • 63% Polyester, 33% Viscose, 4% Elastane • Navy 	30		
20	Ladies Long Sleeves Shirt <ul style="list-style-type: none"> • Cotton-rich blouse • Bust Darts 	30		

	<ul style="list-style-type: none"> • Slits On The sides • Relaxed Fit To Complement Body Shapes • Embroidered Disaster Management & VDM Logos • 60% Cotton, 40% Polyester • Navy 			
21	Ladies Short Sleeves Shirt <ul style="list-style-type: none"> • Cotton-rich blouse • Bust Darts • Slits On The sides • Relaxed Fit To Complement Body Shapes • Embroidered Disaster Management & VDM Logos • 60% Cotton, 40% Polyester • Navy 	30		
22	V Neck T Shirt <ul style="list-style-type: none"> • Short sleeve • Plain with no markings or embroideries • 100% Cotton 180 • Powder Blue 	30		
23	Tie <ul style="list-style-type: none"> • Navy Tie Embroidered Disaster Management Logo • 100% Satin • Navy 	30		
24	Anklet Socks <ul style="list-style-type: none"> • Saegren Cushion Socks • Bio – guard • Relaxed Lycra Welt For Minimum Leg Pressure And Maximum Comfort • Reinforced Heel And Toe For Extra Durability • 60% Cotton 39% Nylon 1% Elastane • Navy 	30		
25	Leather Belt for Males and Females <ul style="list-style-type: none"> • 30 mm Genuine Leather Belt • Genuine Leather • Black 	30		
26	Men's Shoes <ul style="list-style-type: none"> • Parabellum style, • Lace up, • Sole welted and stitched 	30		

	<ul style="list-style-type: none"> Genuine leather upper with thick rubber sole resistant to acid and oil, Black 			
27	Ladies Heel Shoes <ul style="list-style-type: none"> Full Grain leather Upper/ with tie-belt on top Lining Breathable Synthetic Socking Breathable Synthetic Foot bed Contoured Latex Foam With Metatarsal And Arch Support Heel Height 50mm and Heel Height 70mm Navy 	30		
28	Men's Jacket <ul style="list-style-type: none"> Double Breasted Blazer Embroidered Municipal & Disaster Management Logos Navy 	30		
29	Ladies Jacket <ul style="list-style-type: none"> Cool Stretch Plain Suiting, The Longer line Jacket and it is shaped to sit over the hips. Features are: Lining : Stretch Polyester Fusing : Stretch Embroidered Municipal & Disaster Management Logos 92% Polyester, 8% Elastane Navy 	30		
30	Golf Shirt Male <ul style="list-style-type: none"> 180G Cotton Embroidered Municipal & Disaster Management Logos Navy Blue, Red And White 	30		
31	Golf Shirt Female <ul style="list-style-type: none"> Ladies Cut 180G Cotton Embroidered Municipal & Disaster Management Logos Navy Blue, Red And White 	30		
32	Stockings for women <ul style="list-style-type: none"> Body Sensor Elastane Pantyhose 	30		

	<ul style="list-style-type: none"> • 90% Nylon / 10% Elastane • Mex/ Silver 			
33	Scarf <ul style="list-style-type: none"> • Scarf size: 54cm x 180cm • Embroidered Municipal & Disaster Management Logos on the edge of the scarf • Silk • Navy, Powder Blue and Red 	30		
SUB-TOTAL				
VAT @ 15%				
GRAND TOTAL				



SPECIFICATION FOR DISASTER MANAGEMENT OFFICERS UNIFORM 2024 APRIL

Item: 1	Safety Boots
Style	Steel Toe Safety Boots. Acid and Heat resistant Anti-slip Oil Resistant
Fabrics	
Color	Black
Quantity	30

Item: 2	Socks
Style	Saegren Cushion Socks Heavy gauge Military Rib. Bio – guard Relaxed Lycra Welt For Minimum Leg Pressure And Maximum Comfort Reinforced Heel And Toe For Extra Durability
Fabrics	60% Cotton 30%Nylon 1%Elastane
Color	Black
Quantity	30

Item: 3	Safety Gloves
Style	Cut Resistant Level 5
Fabrics	

Color	Black
Quantity	30

Item: 4	Hard Hats
Style	Jockey Type with lamp
Fabrics	
Color	Blue
Quantity	30

Item: 5	Rain Coat
Style	Highly Visible Level 3 Garment Front Flap Covering Zip closing with Studs. Heavy duty nylon zip Detachable Lining and a hood in the collar All seams must be sealed to ensure 100% waterproofing Reflective back panel: "VHEMBE DISTRICT DISASTER MANAGEMENT" Printed Municipality And Disaster Management Logo
Fabrics	
Color	Red/Navy
Quantity	30

Item: 6	All Weather Reflective Jacket
Style	Hi-Viz Parka Jacket 50mm Silver Reflective Tape Over Shoulders And Around Torso PU Coated For Water Resistance 3000mm Quilted Lining For Warmth Fold Away Hood

	<p>Inner Patch Pocket With Flap</p> <p>Inner Cellphone Pocket</p> <p>Printed Municipality And Disaster Management Logo</p>
Fabrics	300D Oxford Outer Shell
Color	Navy
Quantity	30

Item: 7	Padded Jacket/ Dry Mac
Style	<p>Detachable Hood Lined And Padded With Draw Cord And Adjustable Toggles</p> <p>Cellphone Pouch Pocket</p> <p>Concealed Zip Front With Press Studs</p> <p>2 Lower Pockets With Snap Flaps</p> <p>Inner Knitted Wind Ribbed Cuff</p> <p>Printed Municipality And Disaster Management Logo</p>
Fabrics	Padding 180G/M2/Outer Fabric PVC Coated Water Resistant Polyester 180G/M2
Color	Navy
Quantity	30

Item: 8	Fisherman Jacket
Style	<p>Versatile Waistcoat Styling Multi-Purpose Action Garment</p> <p>2 Chest Pockets With Sub-Divisions</p> <p>Inner pockets With Water Protectors And Zippered Front Pockets</p> <p>Full Zip Front</p> <p>Embroidered Municipality And Disaster Management Logo</p>
Fabrics	100% Cotton Twill Fabric
Color	Khakhi/Olive/Navy

Quantity	30
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Item: 09	Knitted Peak Beanie
Style	Beanie With a Peak Embroidered Disaster Management Logo
Fabrics	100% Acrylic Knit
Color	Navy
Quantity	30

Item: 10	Bush Hat
Style	Safari Wide Brim Hat Cord With Slide Toggle Brass Eyelets And Studs 4 Needle Stitch Cotton Twill Sweat Band Embroidered Disaster Management Logo
Fabrics	Cotton Twill
Color	Navy
Quantity	30

Item: 11	Jump Suit/Flight Suit
Style	Overall type Detachable Sleeves Additional Pockets Embroidered wording " VHEMBE DISTRICT MUNICIPALITY DISASTER MANAGEMENT" in red at the back.

	Embroidered Disaster Management & VDM Logos. Two standard side pockets. 3M 50mm Reflective Lime/Silver stitched around the biceps and Legs. Name badge embroidered above right side pocket.
Fabrics	MX40 Rip-Stop
Color	Navy
Quantity	30

Item: 12	Reflective Golf Shirt
Style	Hi-Viz 2 Tone Golf Shirt Embroidered Disaster Management & VDM Logos
Fabrics	100% Softex Polyester
Color	Navy / Neon
Quantity	30

Item: 13	Step Out Trouser
Style	Zip fly, Hip pocket position centrally on right front Side pockets shall have vertical double-jetted openings Plain bottoms single pleated front design Eight (8) belt loops 10mm x 40mm long (between tacks) Plain finished trouser bottoms
Fabrics	55% trivia and 45% wool
Color	Navy
Quantity	30

Item: 14	Ladies Slacks
Style	Plain weave Zip fly Two slanted side pockets Waistband to button, straight leg 40mm x 1cm loop
Fabrics	92% Polyester, 8% Elastane
Color	Navy
Quantity	30

Item: 15	Chinos
Style	2 Side Slant Pockets Pleated Front Back Darts Metal Zip Fly Double Needle Front Rise And Seat 7 Belt Loops Double Needle Outside Leg Back Welt Pockets
Fabrics	100% Heavy Duty Cotton Twill 285G/M2
Color	Navy
Quantity	30

Item: 16	Ladies Skirt
Style	Cool Stretch Plain Suiting. Like the Mid Rise Piped Band Pant, this skirt has a detailed waist band which is a great feature for those wanting to wear their shirts tucked in. Slim skirt below knees with no pockets which coordinates well with all our jacket options. Features are: Lining : Stretch Polyester

Fabrics	92% Polyester, 8% Elastane
Color	Navy
Quantity	30

Item: 17	Magnum Short Sleeves Shirts
Style	<p>Button closing pocket flaps Flaps on pockets with blunted corners Button through front Open/Glad neck Stitched on creases front and down sleeves</p> <p>Embroidered Disaster Management Logo</p>
Fabrics	65% Cotton 35% Polyester
Color	Powder Blue
Quantity	30

Item: 18	Long Sleeve Shirt
Style	<p>Semi stiffed raised collar with plastic bones, edge stitched</p> <p>Two (2) pleated breast pockets 135mm wide x 150mm deep, with blunted bottom corners, scalloped flaps with buttons to fasten on all flap points</p> <p>Shirt shall have long sleeves with fused gauntlet cuffs with curved points to button and shall accommodate cuff links</p> <p>Embroidered Disaster Management Logo</p>
Fabrics	65% Polyester 35% Cotton
Color	Powder Blue
Quantity	30

Item: 19	Dress
Style	<p>Sleeveless Princess Style Fully Lined Cross Dyed Stretch</p> <p>A classic short sleeve style with a zip and mti pleats in the back with Belt. This is a lined dress should be sits below the knee.</p>

	Features are :Stretch Lining, Back Zip, Rear Hem Mti Pleats
Fabrics	63% Polyester, 33% Viscose, 4% Elastane
Color	Navy
Quantity	30

Item: 20	Ladies Long Sleeves Shirt
Style	Cotton-rich blouse Bust Darts Slits On The sides Relaxed Fit To Complement Body Shapes Embroidered Disaster Management & VDM Logos
Fabrics	60% Cotton, 40% Polyester
Color	Navy
Quantity	30

Item: 21	Ladies Short Sleeves Shirt
Style	Cotton-rich blouse Bust Darts Slits On The sides Relaxed Fit To Complement Body Shapes Embroidered Disaster Management & VDM Logos
Fabrics	60% Cotton, 40% Polyester
Color	Navy
Quantity	30

Item: 22	V Neck T Shirt
Style	Short sleeve

	Plain with no markings or embroideries
Fabrics	100% Cotton 180
Color	Powder Blue
Quantity	30

Item: 23	Tie
Style	Navy Tie Embroidered Disaster Management Logo
Fabrics	100% Satin
Color	Navy
Quantity	30

Item : 24	Anklet Socks
Style	Saegren Cushion Socks Bio – guard Relaxed Lycra Welt For Minimum Leg Pressure And Maximum Comfort Reinforced Heel And Toe For Extra Durability
Fabrics	60% Cotton 39% Nylon 1% Elastane
Color	Navy
Quantity	30

Item: 25	Leather Belt for Males and Females
Style	30 mm Genuine Leather Belt
Fabrics	Genuine Leather
Color	Black
Quantity	30

Item: 26	Men's Shoes
Style	Parabellum style, Lace up, Sole welted and stitched
Fabrics	Genuine leather upper with thick rubber sole resistant to acid and oil,
Color	Black
Quantity	30

Item: 27	Ladies Heel Shoes
Style	Full Grain leather Upper/ with tie-belt on top Lining Breathable Synthetic Socking Breathable Synthetic Foot bed Contoured Latex Foam With Metatarsal And Arch Support Heel Height 50mm and Heel Height 70mm
Fabrics	
Color	Navy
Quantity	30

Item: 28	Men's Jacket
Style	Double Breasted Blazer Embroidered Municipal & Disaster Management Logos
Fabrics	
Color	Navy
Quantity	30

Item: 29	Ladies Jacket
Style	Cool Stretch Plain Suiting, The Longer line Jacket and it is shaped to sit over the hips.

	Features are: Lining : Stretch Polyester Fusing : Stretch Embroidered Municipal & Disaster Management Logos
Fabrics	92% Polyester, 8% Elastane
Color	Navy
Quantity	30

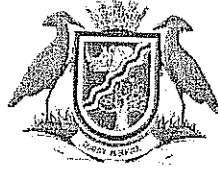
Item: 30	Golf Shirt Male
Style	180G Cotton Embroidered Municipal & Disaster Management Logos
Fabrics	
Color	Navy Blue, Red And White
Quantity	30

Item: 31	Golf Shirt Female
Style	Ladies Cut 180G Cotton Embroidered Municipal & Disaster Management Logos
Fabrics	
Color	Navy Blue, Red And White
Quantity	30

Item: 32	Stockings for women
Style	Body Sensor Elastane Pantyhose
Fabrics	90% Nylon / 10% Elastane

Color	Mex/ Silver
Quantity	30

Item: 33	Scarf
Style	Scarf size: 54cm x 180cm Embroidered Municipal & Disaster Management Logos on the edge of the scarf
Fabrics	Silk
Color	Navy, Powder Blue and Red
Quantity	30



VHEMBE DISTRICT MUNICIPALITY

SUPPLY AND DELIVERY OF DISASTER MANAGEMENT UNIFORM:
(VDM/COMM/19/03/2024/01)

Evaluation Criteria

1. Experience & References

No.	Target goals	Weighting	Score
	Experience in Supply of Protective Uniform and Formal Uniform NB: Proof of experience should be attached (Purchasing order or Appointment letter and confirmation letter, reference letter, or delivery note from the client)		
1.		10 points	
2.		10 points	
3.		10 points	
4.		10 points	
5.		10 points	
6.		10 points	
	SUBTOTAL: Experience & References	60 points	

2. Financial Capacity

No.	Target goals	Weighting	Score
1.	Tenderer submitted bank details proof attached	12 points	
2.	Bank rating "C" or better	16 points	
	Registered financial institution's full details as guarantor in the amount of 10% as specification for surety purposes shall be submitted	12 points	
	SUB-TOTAL: financial references	40 points	

3. Summary of table 1-2

No.	Summary of tables	Weighting	Score
1.	Experience & References	60	
2.	Financial capacity	40	
	Sub-Total	100	
	Pricing	80	
	Specific goals	20	
	HDI <ul style="list-style-type: none"> • CSD 	10	
	Locality <ul style="list-style-type: none"> • 04 points within the district • 02 points within Limpopo Province • 01 point within South Africa (CSD report of the bidder will be used to verify the locality of the bidder) 	04	
	Youth <ul style="list-style-type: none"> • ID or CSD 	02	
	Women <ul style="list-style-type: none"> • ID or CSD 	02	
	Disability (attach proof from the doctor- Medical Certificate)	02	

NB: Functionality will be scored out of 100 and Bidders who do not reach the 70% threshold will not be evaluated further.

INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF MUNICIPALITY/ENTITY)

BID NUMBER:

CLOSING DATE:

CLOSING TIME:

DESCRIPTION:

The successful bidder will be required to fill in and sign a written Contract Form (MBD 7).

BID DOCUMENTS MAY BE POSTED TO:

OLD PARLIAMENT BUILDING
VHEMBE DISTRICT MUNICIPALITY
THOHOYANDOU
0950

OR

DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)

OLD PARLIAMENT BUILDING, NEXT TO THE ENTRANCE OF VHEMBE DISTRICT MUNICIPALITY
THOHOYANDOU
DENGA MPHIGALALE STREET
0950

Bidders should ensure that bids are delivered timeously to the correct address. If the bid is late, it will not be accepted for consideration.

The bid box is generally open 24 hours a day, 7 days a week.

ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS – (NOT TO BE RE-TYPED)

THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2011, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT

NB: NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE (as defined in Regulation 1 of the Local Government: Municipal Supply Chain Management Regulations)

THE FOLLOWING PARTICULARS MUST BE FURNISHED
(FAILURE TO DO SO MAY RESULT IN YOUR BID BEING DISQUALIFIED)

NAME OF BIDDER

POSTAL ADDRESS

STREET ADDRESS

TELEPHONE NUMBER

CODE.....NUMBER.....

CELLPHONE NUMBER

FACSIMILE NUMBER

CODE.....

NUMBER.....

E-MAIL ADDRESS

VAT REGISTRATION NUMBER

HAS AN ORIGINAL AND VALID TAX CLEARANCE CERTIFICATE BEEN ATTACHED? (MBD 2)
YES/NO

HAS A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE BEEN SUBMITTED? (MBD 6.1)
YES/NO

IF YES, WHO WAS THE CERTIFICATE ISSUED BY?

AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA)

A VERIFICATION AGENCY ACCREDITED BY THE SOUTH AFRICAN NATIONAL ACCREDITATION
SYSTEM (SANAS)

A REGISTERED AUDITOR

(Tick applicable box)

(A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE 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)

SIGNATURE OF BIDDER

DATE

CAPACITY UNDER WHICH THIS BID IS SIGNED

TOTAL BID PRICE.....TOTAL NUMBER OF ITEMS OFFERED

ANY ENQUIRIES REGARDING THE BIDDING PROCEDURE MAY BE DIRECTED TO:

Municipality / Municipal Entity: VHEMBE DISTRICT MUNICIPALITY

Department: BUDGET AND TREASURY

Contact Person: SUPPLY CHAIN PRACTITIONERS

Tel: 015 960 2130/2131/2132/2133

ANY ENQUIRIES REGARDING TECHNICAL INFORMATION MAY BE DIRECTED TO:

Contact Person:

Tel: 015 960 2000

**PRICING SCHEDULE – FIRM PRICES
(PURCHASES)**

NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED

IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT

Name of Bidder:	Bid Number:
Closing Time:	Closing Date:

OFFER TO BE VALID FOR.....DAYS FROM THE CLOSING DATE OF BID.

ITEM NO.	QUANTITY	DESCRIPTION	BID PRICE IN RSA CURRENCY ** (ALL APPLICABLE TAXES INCLUDED)
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- Required by:
- At:
- Brand and Model:
- Country of Origin:
- Does the offer comply with the specification(s)? *YES/NO
- If not to specification, indicate deviation(s)
- Period required for delivery:
*Delivery: Firm/Not firm
- Delivery basis:

Note: All delivery costs must be included in the bid price, for delivery at the prescribed destination.

** "all applicable taxes" includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.

*Delete if not applicable

PRICING SCHEDULE – NON-FIRM PRICES
(PURCHASES)

NOTE: PRICE ADJUSTMENTS WILL BE ALLOWED AT THE PERIODS AND TIMES SPECIFIED IN THE BIDDING DOCUMENTS.

IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT

Name of Bidder.....	Bid number:
Closing Time:	Closing Date:

OFFER TO BE VALID FOR.....DAYS FROM THE CLOSING DATE OF BID.

ITEM NO.** (ALL APPLICABLE TAXES INCLUDED)	QUANTITY	DESCRIPTION	BID PRICE IN RSA CURRENCY
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- Required by:
- At:
- Brand and model
- Country of origin
- Does the offer comply with the specification(s)? *YES/NO
- If not to specification, indicate deviation(s)
- Period required for delivery
- Delivery: *Firm/Not firm

** "all applicable taxes" includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.

*Delete if not applicable

MBD 3.2

B PRICES SUBJECT TO RATE OF EXCHANGE VARIATIONS

1. Please furnish full particulars of your financial institution, state the currencies used in the conversion of the prices of the items to South African currency, which portion of the price is subject to rate of exchange variations and the amounts remitted abroad.

PARTICULARS OF FINANCIAL INSTITUTION	ITEM NO	PRICE	CURRENCY	RATE	PORTION OF PRICE SUBJECT TO ROE	AMOUNT IN FOREIGN CURRENCY REMITTED ABROAD
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		

2. Adjustments for rate of exchange variations during the contract period will be calculated by using the average monthly exchange rates as issued by your commercial bank for the periods indicated hereunder: (Proof from bank required)

AVERAGE MONTHLY EXCHANGE RATES FOR THE PERIOD:	DATE DOCUMENTATION MUST BE SUBMITTED TO THIS OFFICE	DATE FROM WHICH NEW CALCULATED PRICES WILL BECOME EFFECTIVE	DATE UNTIL WHICH NEW CALCULATED PRICE WILL BE EFFECTIVE

MBD 4

DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state¹.
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.
3. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

3.1 Full Name of bidder or his or her representative:.....

3.2 Identity Number:

3.3 Position occupied in the Company (director, trustee, shareholder²):.....

3.4 Company Registration Number:

3.5 Tax Reference Number:.....

3.6 VAT Registration Number:

3.7 The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.

3.8 Are you presently in the service of the state? YES / NO

3.8.1 If yes, furnish particulars.
.....

¹MSCM Regulations: "in the service of the state" means to be –

- (a) a member of –
 - (i) any municipal council;
 - (ii) any provincial legislature; or
 - (iii) the national Assembly or the national Council of provinces;
- (b) a member of the board of directors of any municipal entity;
- (c) an official of any municipality or municipal entity;
- (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
- (e) a member of the accounting authority of any national or provincial public entity; or
- (f) an employee of Parliament or a provincial legislature.

² Shareholder" means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company:

3.9 Have you been in the service of the state for the past twelve months? YES / NO

3.9.1 If yes, furnish particulars.....

.....

3.10 Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid? YES / NO

3.10.1 If yes, furnish particulars.

.....
.....

3.11 Are you, aware of any relationship (family, friend, other) between any other bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid? YES / NO

3.11.1 If yes, furnish particulars

.....
.....

3.12 Are any of the company's directors, trustees, managers, principle shareholders or stakeholders in service of the state? YES / NO

3.12.1 If yes, furnish particulars.

.....
.....

3.13 Are any spouse, child or parent of the company's directors trustees, managers, principle shareholders or stakeholders in service of the state? YES / NO

3.13.1 If yes, furnish particulars.

.....
.....

3.14 Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract. YES / NO

3.14.1 If yes, furnish particulars:

.....
.....

4. Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	State Employee Number

.....
Signature

.....
Date

.....
Capacity

.....
Name of Bidder

**PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL
PROCUREMENT REGULATIONS 2022**

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022.

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 **To be completed by the organ of state**
(delete whichever is not applicable for this tender)

a) The applicable preference point system for this tender is the 80/20 preference point system.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.4 **To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

- 1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

- (a) “**tender**” means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) “**price**” means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) “**rand value**” means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) “**tender for income-generating contracts**” means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) “**the Act**” means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

$$\begin{array}{ccc} 80/20 & \text{or} & 90/10 \\ P_s = 80 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right) & \text{or} & P_s = 90 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right) \end{array}$$

Where

- P_s = Points scored for price of tender under consideration
 P_t = Price of tender under consideration
 P_{min} = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

A maximum of 80 or 90 points is allocated for price on the following basis:

$$Ps = 80 \left(1 + \frac{Pt - Pmax}{Pmax} \right) \quad \text{or} \quad Ps = 90 \left(1 + \frac{Pt - Pmax}{Pmax} \right)$$

Where

- P_s = Points scored for price of tender under consideration
 P_t = Price of tender under consideration
 P_{max} = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
 - any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,
- then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.