

SUPPLY CHAIN MANAGEMENT OFFICE

PUBLIC NOTICE	SCM 009./2021/2022	DATE	20/09/2021
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MOSES KOTANE LOCAL MUNICIPALITY HEREBY INVITES SERVICE PROVIDERS FOR SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE AT MKLM SCM OFFICE AND HOU BUDGET AND REPORTING

THE APPOINTED SERVICE PROVIDER IS EXPECTED TO DELIVERY AND INSTALL THE FOLLOWING ITEMS:

1. Specification:

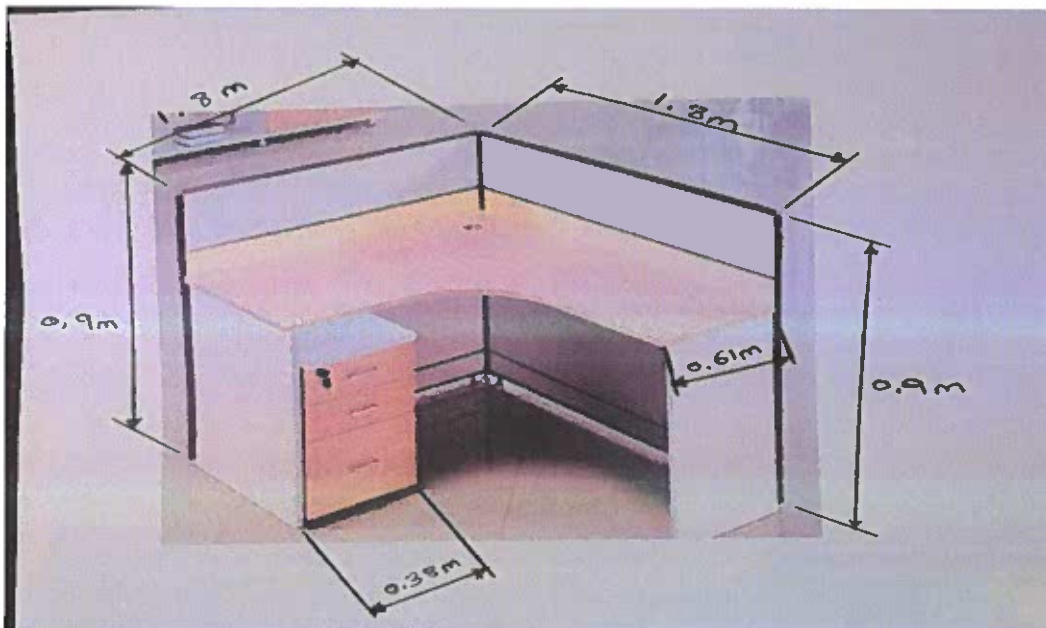
Wall Measurement : 2" : 3,5" Thick

Standard Size : Total Area of 4,5m² or 3,3m²

Length : 183cm

Width: 183cm

1. Administrative Cubicles four way set up cubicles
2. quantity Two (2)
3. Sketch Plan:



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Material:

- Aluminium Plywood
- Circa Powder Coated Modular Office Cubicles

2. Office furniture and HOU Budget and Reporting office

DISCRIPTION	QUANTITY
Desk 2200l x 1100w x 800h Mahogany veneer finish	01
Credenza 1200 x 560 x 800h Mahogany veneer finish	01
High back chair genuine leather. Gas height adjustment Wooden arms and 5 star wooden base	01
Visitor chair black genuine leather wooden arms with wooden base	02
Glass door wall unit 900w x 420d x 200h mahogany veneer finish	02
Four drawer filing cabinet 550w x 570d x 1450h mahogany veneer finish	01

SELECTION CRITERIA:

DESCRIPTION	MAXIMUM POINTS
<u>Functionality:</u> <u>Current and/ or previous experience: Supply, delivery and installation of office furniture</u> 3 Projects Completed = 30 Points 2 Projects Completed = 20 Points 1 Project Complete= 10 Points (Attach Appointment Letters or Orders)	30
<u>Key Personnel:</u> Certificate in Carpentry = 10 Points Completed minimum of 2 Projects= 10 Points (Attach CV, certified ID copy and qualification)	20
TOTAL	50 Points
Bidders must score a minimum of 30 Points to be evaluated further	

MKLM plans to address socio-economic issues (with specifics on numbers to be achieved) which include:

1. Maximisation of job opportunities (labour histograms);
2. Creation of opportunities and meaningful involvement of local SMMEs;

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Enquiries: Seageng Marule
Tel : 014 555 1313
Fax : 014 555 6368
Ref.:
E-mail: SLetsholo@moseskotane.gov.za



3. Proof of office locality (e.g. municipal account, title deed, and lease agreement etc. must be attached

Bids will be evaluated and adjudicated in accordance with the following legislation:

1. The municipal Finance Management Act
2. Supply Chain Management Policy of MKLM
3. PPPFA and associated regulations
4. 80/20 preference point system will be applied to this bid.

*******IMPORTANT NOTE.**

THE FOLLOWING COMPULSORY RETURNABLE DOCUMENTS MUST BE SUBMITTED TOGETHER WITH A QUOTATION. NONE SUBMISSION OF THESE DOCUMENTS WILL INVALIDATE YOUR QUOTATION.

NB: COPIES OF CERTIFIED COPIES WILL NOT BE ACCEPTABLE

COMPULSORY LIST OF RETURNABLE DOCUMENTS

1. Fully Completed MBD 4 – Declaration of interest form – obtainable from SCM office / rates hall /municipal website
2. Fully Completed MBD 9 – Certificate of independent Bid Determination – Obtainable from SCM office /rates hall / municipal website
3. BBB-EE Certificate/Sworn affidavit – no certificate attached, no points
4. Certified Green Bar Coded ID or Smart Card of company directors/Members/Owner
5. Tax Clearance certificate/Tax pin number
6. Central Suppliers Database registration report (CSD)
7. Company Registration Certificate (except for Sole Proprietors)
8. Current Statement of municipal account (rates and taxes) not older than 3 months.
 - 8.1 If the rates and taxes account are not in the names of the director/s the attached municipal rates and taxes statement must be accompanied by an original affidavit from the property owner whose names are reflecting on the municipal rates and taxes statement to confirm that the director resides in their property.
9. Provide affidavit from south African Police(SAPS)and Proof of residence if you reside in a village where you do not pay rates and taxes “stating that you do not pay rates and taxes of the company and you are working from home”
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the municipal rates and taxes statement to confirm that the director resides in their property.

10. Current statement of Municipal account(rates and taxes)not in Arrears for the period of over three months, proof of residence for directors/members of the company or close corporation and affidavit stating that you work from home and you are not paying rates and taxes of the company.
11. The minimum Threshold Percentage for Local Production and Content is 100%

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NB: IF RATES AND TAXES ARE IN ARREAS FOR MORE THAN 90 DAYS, BIDDERS WILL BE DISQUALIFIED.IT IS THE RESPONSIBILITY OF THE BIDDER TO PROVE THAT NEITHER THE ENTITY/COMPANY NOR ITS DIRECTORS (IN THEIR INDIVIDUAL CAPACITY) DO NOT OWE MUNICIPAL RATES AND TAXES.

Quotations can be marked for the attention of the Municipal Manager, "SCM009./2021/2022- SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE AT MKLM SCM OFFICE AND HOU BUDGET AND REPORTING and deposited in the Tender box situated at Civic Centre, Rates Hall.

CLOSING DATE	04/10/2021
TIME	10H00

- **The municipality reserves the right to negotiate conditions and requirements with the successful bidder and is not obliged to appoint the lowest or any proposal submitted.**
- **Quotations received after the closing date and time will not be accepted.**

Enquiries can be directed as follows		
Specifications Enquiries	Ms T. Rasepae	082 493 4287
Procurement Enquiries	Ms S. Letsholo	060 982 2001


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Mr. M.V Letsoalo
MUNICIPAL MANAGER

14/9/2021



