



SUPPLY CHAIN MANAGEMENT OFFICE

PUBLIC NOTICE	SCM030/2022/2023	DATE	23/11/2022
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MOSES KOTANE LOCAL MUNICIPALITY HEREBY INVITES SERVICE PROVIDERS TO SUBMIT FORMAL WRITTEN PRICE QUOTATIONS FOR PREPARE AND DEVELOP THE MOSES KOTANE LOCAL MUNICIPALITY FIVE YEAR ICT STRATEGIC PLAN TO ALIGN WITH THE IDP.

THE APPOINTED SERVICE PROVIDER IS EXPECTED TO DELIVER ACCORDING TO THE FOLLOWING SPECIFICATIONS:

1. Executive Summary/Statement

The Executive Summary of the Strategic Plan should be a brief and impactful statement that summarizes the ICT's strategic objectives. These objectives should be aligned with the Moses Kotane Local Municipality's vision, mission and goals.

Should:

- be concise, straightforward statement that summarizes the plan's objectives;
- have synopsis of the processes used to develop objectives;
- outline the Moses Kotane Local Municipality's mission and vision; and
- be crafted with intended audience of the municipality in mind.

2. Scope/Situational Review

- Conducting a gap analysis which will identify strengths and weaknesses in operations, procedures and planning
- Conducting other types of internal assessments, as needed (e.g., surveys, interviews)
- Conducting industry analysis for changing landscape/trends to inform metrics.

3. Municipal /Business Context

The Municipal context is a deeper look into the specific ICT-driven objectives that drive ICT strategy, as well as what their targets and intended results are.

- Business drivers that informed the plan (e.g., acquisitions);
- Strategic business objectives, priorities;
- Should include a roadmap visualizing these goals; and
- Pinpoint metrics that describe the ICT organization's present and target state



4. Strategic Initiatives

These are the projects necessary to achieve the strategic ICT plan.

- List of ICT initiatives and projects needed to achieved target end state; and
- Statements of purpose to guide ICT decision making and implementation.

5. Review

This review should highlight ICT's accomplishments from the previous year, as well as what resources are required to meeting the goals of this new plan.

- Assessment of municipal progress in meeting goals of previous ICT plan
- Identify which goals were met; and
- Highlight the challenges to meeting other goals.

FUNCTIONALITY

DISCRIPTION	REQUIRED DOCUMENT	POINTS
Key Personnel: (foreman in building) Qualifications: N6 in building/civil =20 2 years work experience= 10 2 similar projects completed= 10		40
Company experience 3 projects completed = 60 2 projects completed = 40 1 projects completed = 20 Proof of completion certificate/ reference letters from public or private institutions must be submitted		60
Minimum of qualifying points is 60 points to be evaluated further		

DETAILED BOQ IS HEREWITH ATTACHED

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;
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.

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
6. CIBD certificate (1GB) OR HIGHER
7. Central Suppliers Database registration report (CSD)
8. Company Registration Certificate (except for Sole Proprietors)
9. Current Statement of municipal account (rates and taxes) not older than 3 months
- 10.1 Provide an affidavit of the account holder in a case where a bidder is working from home 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.
11. 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”**
- 11.1 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.
12. 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.

NB: COPIES OF CERTIFIED COPIES WILL NOT BE ACCEPTED.

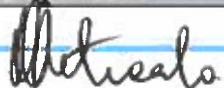
NB: IF RATES AND TAXES ARE IN ARREAS FOR MORE THAN 90 DAYS, BIDDERS WILL BE DISQUALIFIED. IT IS THE RESPONSIBILITY OF THE BIDDER TO PROOF THAT NEITHER THE ENTITY/COMPANY NOR ITS DIRECTORS (IN THEIR INDIVIDUAL CAPACITY) DO NOT OWE MUNICIPAL RATES AND TAXES.

Quotations can be marked for the attention of the Municipal Manager,
"SCM...../2022/2023- PREPARE AND DEVELOP THE MOSES KOTANE LOCAL MUNICIPALITY FIVE YEAR ICT STRATEGIC PLAN TO ALIGN WITH THE IDP.
and deposited in the Tender box situated at Civic Centre, Rates Hall.

CLOSING DATE	30 November 2022.
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	Mr W Mokgosi	014 555 1420
Procurement Enquiries	Mrs S.Marule	014 555 1313



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Mr. M.V Letsoalo
MUNICIPAL MANAGER

