



Knysna Municipality is inviting quotations from suitable service providers for the services described below.

(For publication on the Knysna Municipality website & notice boards)

ADVERTISEMENT DATE:	17 October 2018
Q - NUMBER:	B272/2018/19
DESCRIPTION OF GOODS/SERVICES:	Supply and Delivery of Tools & Equipment
RFQ DOCUMENTS ARE OBTAINABLE FROM:	Supply Chain Management Section Clyde Street Knysna or Knysna Municipality website: www.knysna.gov.za (Council adverts >Quotations)
CLOSING DATE: TIME:	19 OCTOBER 2018 12:00
SUBMISSIONS:	Sealed quotations clearly marked, “ Supply and Delivery of Tools & Equipment ”, can be submitted: By hand to: Supply Chain Management Section Knysna Municipality Clyde Street Knysna By email to: nmajola@knysna.gov.za Contact person: Sandra Fourie (Tel: 044 302 6509) Electronic bid documents must reach the Supply Chain Management Section before the closing time.
COMPULSORY REQUIREMENTS:	
TECHNICAL ENQUIRIES:	Contact Person : Ben Brinkhuis Email : bbrinkhuis@knysna.gov.za Tell : 060 998 7173
The following conditions will apply:	
<ul style="list-style-type: none"> • Price(s) quoted must be firm and must be inclusive of VAT when applicable. • Attached KMBD6.1 must be completed to qualify for B-BBEE Status Level of Contribution. • Tax Clearance Certificate or Sufficient Evidence that Tax matters are raised with SARS must be attached. • An original or certified copy of B-BBEE Certificate must be attached to qualify for points. • Price must include all related expenses, i.e. transport, accommodation etc. • Attached KMBD 4 document must be completed. • Status of Municipal accounts must be submitted. • More than 1 supplier could be appointed. • Invoices must be submitted to jcordier@knysnagov.za and will be paid within 30 days of delivering the service. • Only an Official order and appointment letter will bind the Council. 	

**ACTING MUNICIPAL MANAGER
J. DOUGLAS**



Supply and Delivery of Tools & Equipment

SCOPE OF WORK:

This scope of work covers the supply and delivery of Tools & Equipment to be used for General works within the Greater Knysna Municipal Area.

PRICING SUMMARY:

Quantity	Description	Unit Price	Total Price
1	Grinder Angle 230mm 2200W		
1	Drill Impact 13mm 710W Key Type		
1	Planer 82mm		
1	Screwdriver set 6pce black tip		
1	Chisel Wood Set 4 pce		
1	Drill bit HHS Set 19pce		
1	Drill Bit Spade Set 6pce		
1	Hammer Claw 500g All steel		
1	Spirit level 1200mm		
2	Wheelbarrow Medium duty		
1	Trowel gauging 175mm wooden Handle		
1	Bolster Brick 100mm Lasher		
1	Bolster Electrician 55mm Lasher		
1	Chisel cold flat 20x200mm Lasher		
1	Blade Circular Saw TCT 190x40T		
2	Builder line 0.90mm 36.40kg		
1	Square Try/Mitre 250mm Plastic		
1	Hammer Club 1.8kg Steel Handle		
1	Hacksaw 300mm Aluminum Handle		
1	Plier fencing 250mm		
1	Plier water pump 250mm		
1	Shifting spanner 300mm		
1	Wrench Pipe 350mm		
1	Saw Circular 2000w 235mm 85mm		
1	Float Plaster Plastic 280x115mm		

4	Headlight Vision Energizer		
20	Pick Head C&D 2.8kg		
20	Handle Pick Std grade 3kg		
20	Broom Platform 460mm fibre black		
10	Spade no 2 0500 Lasher		
2	Rake All Steel 16T		
5	Tape Measure 10.0m		
1	Hammer Claw 500g All steel		
1	Straight Edge Aluminum 64x18mm 2.50m		
3	Barrier Tape 75mm (500m/Roll)Red/White Roll		
1	Hammer Sledge 6.3kg		
3	Builder line 0.90mm 36.40kg		

EVALUATION

All bids will be evaluated by a panel on basis of functionality (100%) and Price 80. The points scored for functionality will not be carried over to price, but will only be used as a gate keeping exercise. The final evaluation will be done in terms of the Council's Preferential Procurement Policy which states 80 for price and the remaining 20 for B-BBEE.

Point's allocation for functionality

1. Company history and experience on similar works with references to previous experiences. (10)
2. List of contactable references of similar municipal services previously done. (5)

EVALUATION SCHEDULE

***** (Your pricing schedule will not be considered if this table is not completed)**

Criteria	Scoring criteria	Points Claimed
Provide company profile, history, years of experience.	Years 1 - 2(3) 3 - 4(5) 5 + (10)	
Provide a list of contactable references of similar municipal services previously provided	1 ref (1) 2 refs (2) 3 refs (3) 4 refs (4) 5 refs (5)	
Total	15	

Tenderers must achieve a minimum of 10 points in order to qualify for further evaluation on price and preference points.

Contact Details of Tenderer

Knysna Municipality Supplier number	
CSD Supplier number	
CSD Unique Registration Reference Number	
The name of the Tenderer:	
The name of the contact person:	
The address of the Tenderer:	
Telephone:	
Facsimile:	
E-mail:	
Address (physical):	
Address (postal):	
Signature:	
Date:	

**MBD 4
DECLARATION OF INTEREST**

1.	No bid will be accepted from persons in the service of the state ¹ .		
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, hareholder ²):		
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: _____ _____		
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 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: _____ _____		

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.

4.	Full details of directors / trustees/ members / shareholders:		
	Full Name	Identity Number	State Employee Number

5. I, the undersigned (name) _____, certify that the information furnished in paragraphs 3 and 4 above is correct.

I accept that the state may act against me should this declaration prove to be false.

Name of Bidder		Date	
Signature		Capacity	

11. MDB 15 – Certificate for Payment of Municipal Services

NAME OF THE BIDDER: _____

FURTHER DETAILS OF THE BIDDER'S; Director / Shareholder / Partners, etc:

Director / Shareholder / partner	Physical address of the Business	Municipal Account number(s)	Physical residential address of the Director / shareholder / partner	Municipal Account number(s)

NB: Please attach certified copy (ies) of ID document(s)

I, _____,

(Full name in block letters) the undersigned, certify that the information furnished on this declaration form is correct and that I / we have no undisputed commitments for municipal services towards a municipality in respect of which payment is overdue for more than 90 days.

If the value of the transaction is expected to exceed R10 million (VAT included) I certify that the bidder has no undisputed commitments for municipal services towards **a Municipality** in respect of which payment is overdue for more than 30 days;

THUS DONE AND SIGNED for and on behalf of the Bidder, at _____, on the _____ day of _____, 20_____.

Number of sheets appended by the tenderer to this schedule (If nil, enter NIL)	
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SIGNATURE:		NAME (PRINT):	
CAPACITY:		NAME OF FIRM:	

For office use (comments):