



Knysna

Municipality ♦ Munisipaliteit ♦ uMasipala
INCLUSIVE. INNOVATIVE. INSPIRED.

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| ADVERTISEMENT DATE: | 29 AUGUST 2018 |
| RFQ NUMBER: | B151/2018/19 |
| DESCRIPTION OF GOODS/SERVICES: | SUPPLY AND DELIVER OF Re-enforced Mesh 2.4m x6m x10mm |
| RFQ DOCUMENTS ARE OBTAINABLE FROM: | Supply Chain Management Section Clyde Street Knysna or Knysna Municipality website: www.knysna.gov.za (Information centre>SCM>QUOATIONS) |
| CLOSING DATE: TIME: | 31 AUGUST 2018 12:00 |
| SUBMISSIONS: | Sealed quotations clearly marked, " B151/2018/19: ", can be submitted: By hand to: Supply Chain Management Section Knysna Municipality Clyde Street Knysna By email to: nmajola@knysna.gov.za Contact person: Nadia Majola (Tel: 044 302 6509) Electronic bid documents must reach the Supply Chain Management Section before the closing time. |
| COMPULSORY REQUIREMENTS: | |
| TECHNICAL ENQUIRIES: | Contact Person : Emile Oscar Email : eoscar@knysna.gov.za Tell : 044 3026582 |
| 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. | |

REQUIREMENTS:

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. (15)
2. List of contactable references of similar municipal services previously done. (15)
3. Location of company. (20)

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 of experience must be clearly indicated in the company profile or CV | Years 1 - 2(5) 3 - 4(10) 5 + (15) | |
| Provide a list of contactable references of similar municipal services previously provided | 1 ref (5) 2 refs (10) 3 refs or more (15) | |
| Location of company | Based within Knysna municipal area (20) Based within the Eden district municipal area (10) Other areas (5) | |
| Total | 50 | |

Tenderers must achieve a minimum of 40 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 |
| | | | |
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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 | |

