**ADVERTISMENT**

**INKOSI LANGALIBALELE LOCAL MUNICIPALITY**

**INVITATION FOR THE SUBMISSION OF PROPOSALS FOR A PANEL OF SERVICE PROVIDERS FOR THE SUPPLY AND DELIVERY OF STATIONERY.**

**BID NUMBER: ILM 71/17/18**

Proposals are hereby invited in terms of Section 83 of the Municipal Systems Act, Act 32 of 2000 (as amended) and read together with Sections 110 and 112 of the Municipal Finance Management Act, Act 56 of 2003. Inkosi Langalibalele Municipality is compiling a panel of credible and competent service for The Supply and Delivery of Stationery. All interested service providers to register on the panel for 36 months.

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| --- | --- | --- | --- |
| **NAME** | **Tender No.** | **Evaluation Criteria** | **Closing Date** |
| Panel of service providers for the supply and delivery of stationery.  | ILM 71/17/18 | * Pre- Qualification
* PPPFA
 | 04 September 2017 |

**Evaluation Criteria**: Inkosi Langalibalele Municipality subscribes to the Preferential Procurement Policy

Framework Act, 2000 (Act No. 5 of 2000) amended in April 2017. The 80/20 preference point

System shall be applicable during the evaluation and adjudication of bids.

**First Stage**: Functionality, 100% (Minimum threshold of 60%), being 50% for experience and 50% for

Experience and 50% for capacity (Minimum of 2 completed projects).

**Second Stage**: Preferential Points System (80/20) 80 for price and 10 for B-BBEE contribution. Only

Bidders who pass the first stage with a minimum of 60% will then be evaluated further for the second

Stage.

**Tender Documents:**

Bidding documents will be available at the Inkosi Langalibalele Municipal offices from 7h30-16h00, at a non-refundable deposit of R300.00 per document. Bank guaranteed cheques are to be made out to Inkosi Langalibalele Local Municipality.

**The following Documentation should be attached together with proposals:**

Certified Company registration documents, Original Tax Clearance Certificate/SARS Pin, Certified B-BBEE certificate, ID copies of the directors of the company, proof of registration on the National Treasury Central Supplier Database, MBD4, 6.1, 7,2, 8 and 9 must be submitted with the proposals Prospective bidders are requested to take note of the directives applicable in respect of the B-BBEE as prescribed in the Preferential Procurement Regulations, 2017. Registration on the municipality’s database is a necessity prior to the submission and closing date of the tender.

Duly completed proposals, sealed in an envelope, clearly marked “**The Acting Municipal Manager: Panel of Service Providers for The Supply and Delivery of Stationery**”. BID NO ILM71/17/18, and returnable address on back of envelope are to be deposited into the bid box at the Inkosi Langalibalele Municipality, Old Civic Building, P O Box 15, Estcourt, 3310, on 04 September 2017 before 12:00. Bids received after the said closing date and time and not clearly marked as prescribed, will not be considered. Facsimile and emailed bids will not be accepted.

Bid documents may only be submitted on the original bid documentation that is issued.

The successful Bidder will be required to enter into a Service Level Agreement with Inkosi Langalibalele Local Municipality. The bidder or a person who is directly employed by the bidder and is suitably qualified and experienced to comprehend the implications of the work involved must represent the bidder at the compulsory briefing session**.**

Bid enquiries are to be addressed to: Mr S.A Memela at telephone number- 036 3427827.

 Mr V Mbatha at telephone number- 036 3427894

Inkosi Langalibalele Local Municipality is not bound to accept the lowest bid and it reserves the right to accept whole or part of any bid or not to consider any bid not suitably endorsed or to reject any or the entire bid without stating the reasons thereof.

**p.s mkhize**

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**ACTING MUNICIPAL MANAGER NOTICE NO. 35/21**