

NDLAMBE MUNICIPALITY



TENDER 109/2020 - SUPPLY AND DELIVERY OF GEL FUEL

Ndlambe Municipality hereby invites service providers to submit quotations for supply and delivery of;

- ± 36 000 x 5L Gel fuel for delivery and payment as and when required during August 2020 to June 2021.

Quoted prices to include delivery cost to Ndlambe Municipality, Bushmans office. Appointment of a service provider will be done in terms of Ndlambe Supply Chain Policy.

Bidders Shall Take Note of the following Bid Conditions:

- Prices must be valid for at least ninety (90) days from the closing date.
- Prices quoted must be firm and must be inclusive of VAT.
- Ndlambe Municipality does not bind itself to accept the lowest bid or any other bid and reserves the right to accept the whole or part of the bid.
- Bids that are late will not be considered, whilst the lowest or only quotation will not necessarily be accepted. Faxed or E-mailed bids will not be considered.
- An original tax clearance certificate issued by SARS must accompany all quotations OR a tax reference number and PIN or TCC number must be provided. Tax status will also be verified against the Central Supplier Database (CSD)
- Evidence of registration of company on the Central Supplier Database must be provided (CSD "MAAA" number).
- Bidders must complete Council's Declaration of Interest form (**MBD4**).
- Bidders must complete Certificate of Independent Bid Determination (**MBD9**).
- Bidders who wish to claim for preferential points in terms of the Preferential Procurement Regulations, 2017, must submit a completed form **MBD 6.1** as well as a **certified copy** of the proof of B-BBEE status level of contribution.
- A Municipal Billing Clearance Certificate, which covers, if applicable, both the company and its directors, must accompany all bids.
- Gel Fuel Service providers must provide compliance evidence as a prequalification to **SANS 2010:448 and ISO 9001** through ;
 - 1.1. a full/partial product testing certificate by SABS, Independent laboratory or any SANAS accredited institution to perform tests.
 - 1.2. a manufacturer's affidavit attesting that the tested sample is representative of the product consignment to be delivered.
 - 1.3. contact details of the accredited testing institution to be provided.
 - 2.1. the manufacture/Supplier must supply an **ISO 9001** accreditation for the supply of ethanol gel.
 - 2.2. a manufacturer's affidavit attesting that the tested sample is representative of the product consignment to be delivered.
 - 2.3. contact details of the accredited testing institution to be provided.

NB: This is critical; Gel must be certified for safety of use, SABS has a SANS 448:2010, but unable to do full tests at this stage, but it is expected that the supplied Gel complies with this standard hence recommending independent accredited laboratory test certification.

All bids will be evaluated for functionality as follows;

- Residing in Ndlambe Area - 15 points
- Bidder residing in the Eastern Cape - 5 points
- Written references with contact details from at least (4) currently or previously contracted customers for supply and delivery of Gel Fuel – 20 points (5 points per reference letter)

Bidder proposals not providing this information or not achieving functionality score of at least 20 points will NOT go forward to the Price/PPFA points calculation stage of the evaluation process.

- It should be noted that the 80/20 points system will be applied, 80 being for price and 20 for the B-BBEE status level as defined in the Preferential Procurement Regulations, 2017.
- The award will be made in terms of the Municipality's Supply Chain Management Policy.
- To ensure that tenders are not exposed to invalidation, documents are to be completed in accordance with the conditions and bid rules contained in the bid documents.

The returnable tender document, which includes full details of the services required, is available for download from Ndlambe Municipality's website:

<https://ndlambe.gov.za/web/returnable-bid-documents/>

N.B. Tender documents may be downloaded free of charge, but bidders requiring a hard copy to be supplied by the municipality must pay a non-refundable tender deposit of R111.29 inclusive of VAT in order to submit bids. In the latter case, the original receipt should be attached to the submitted tender document

Tender documents may be collected from Ms T Ajah at Ndlambe Local Municipality Offices, 47 Campbell Street, Port Alfred, 6170 from 30 July 2020 to 14 August 2020 (office hours 08h00 until 16h00).

Completed Tender documents, supporting documents and externally endorsed documents must be placed in a sealed envelope marked "**Notice No. 109/2020 - 5L GEL FUEL**", and delivered to the Municipal Offices, Supply Chain Management office, 44 Campbell Street, Port Alfred not later than 12:00 on **14th August 2020**. Further details may be obtained from Mrs D May at 046 604 5539 or dmay@ndlambe.gov.za. **Tenders will be opened immediately after the closing date and time in public at the Supply Chain Office, 44 Campbell Street, Port Alfred.**