

# NDLAMBE MUNICIPALITY



## INVITATION TO SUBMIT FORMAL WRITTEN QUOTATIONS

### PROVISION OF RADIO BROADCASTING SERVICES – 30 September 2020 to 30 June 2021

Ndlambe Municipality invites community radio stations to submit written quotations for the purpose of community announcements and public participation on matters related to the municipality and general government programmes that are held in the Ndlambe area. The radio station should be in a position to provide relevant information to the community regarding available services within the various areas within Ndlambe Municipality.

#### Functionality Requirements

Bidders that do not obtain a functionality score of a minimum of 80 points will be excluded from further evaluation. Functionality criteria will be applicable to:

○ The submission of confirmation of:	
▪ Appropriate evidence of broadcast coverage:	
• in the Port Alfred area	10 Points
• in the remainder of the area of jurisdiction of Ndlambe municipality	10
• 30 000 person listenership	10
• On air seven days per week	10
▪ Company profile and registration information (establishment date to be prior to July 2015)	10
○ Based or with a local branch office within the Ndlambe Municipality's area of jurisdiction	50
<b>TOTAL</b>	<b><u>100 Points</u></b>

#### Bidders Shall Take Note of the Following Bid Conditions:

1. The bid price for provision of the radio broadcasting services should be in the form of an hourly rate which Ndlambe Municipality will be charged in respect the required services.
2. Prices must be valid for at least ninety (90) days from the closing date.
3. Prices quoted must be firm for the duration of the period September to June 2020 and must be inclusive of VAT.
4. 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.
5. Bids that are late will not be considered, whilst the lowest or only quotation will not necessarily be accepted. Quotations per fax or E-mail will also not be considered.
6. 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.
7. Bidders must complete Council's Declaration of Interest form (**MBD4**).
8. Bidders must complete Certificate of Independent Bid Determination (**MBD9**).
9. 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.
10. Evidence of registration of company on the Central Supplier Database (CSD) must be provided ("MAAA" Supplier Number).
11. A Municipal Billing Clearance Certificate must accompany all bids (in the event of a bidder being a company, also in respect of its directors).

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.

The abovementioned MBD forms are available for download from: <https://ndlambe.gov.za/web/mbd-documents/>

For enquiries please contact Mr K C Mbolekwa on 046 604 5565.

Late submitted, unmarked, faxed, falsified or e-mailed proposals will not be considered and will be disqualified. Quotations must be placed separately in sealed envelopes marked "**NOTICE NUMBER 139/2020 - PROVISION OF RADIO BROADCASTING SERVICES**" and placed in the Tender Box at the Supply Chain Offices, 44 Campbell Street, Port Alfred by not later than 12h00 on 9 September 2020. Bids will be opened at the Supply Chain Management Unit at 12h05 on the same day.

**NOTICE NUMBER: 139/2020**

**DATE: 1 September 2020**

**ADV R DUMEZWENI**

**MUNICIPAL MANAGER**

**Notice Boards, Website**