

NDLAMBE MUNICIPALITY



TENDER NOTICE 110/2020 - SPATIALLY ENABLED PROPERTY INFORMATION AND MANAGEMENT SYSTEM

NDLAMBE LOCAL MUNICIPALITY hereby invites service providers to tender for a Spatially Enabled Property Information and Management System (Software Application) to support the technical, administrative and financial directorates with the integrated management of approximately 30 000 land parcels located within the jurisdiction of the municipality for a period up to 30 June 2024.

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 tender 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 tenders 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.

A **compulsory** Tender Clarification Virtual Meeting will be held. Details of the meeting are:

- Date: **17/08/2020**
- Time: **10h00**
- Those who would like to attend the virtual meeting must send an email to Diane May at dmay@ndlambe.gov.za by no later than 16h00 on the 14th August 2020 where after an invitation from the Microsoft Teams virtual platform will be sent to each respondent by 8am on the 17th August 2020.

Prospective tenderers will not be permitted to join the meeting more than 15 minutes after the commencement time above (10h00) i.e. after 10h15.

Bids will be evaluated for functionality as follows (full details are set out in the returnable document):

Criterion	Criterion details	Maximum Points
Relevant experience in a municipal environment	Points awarded according to years of completed experience	20
Programming skills and experience	Points awarded according to evidenced years of skills and experience	20
Application already developed and implemented within a similar municipal environment	Points awarded according to implementation levels at other municipalities	30
Local availability	Points awarded according to the location from where the business will be conducted	10
Total points		80

Bidder proposals not providing this information or not achieving functionality score of at least 70 points will NOT go forward to the Price/PPPFA 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 full and 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 Mrs D May at Ndlambe Local Municipality Offices, 47 Campbell Street, Port Alfred, 6170 from 6th August 2020 to 8th September 2020 (office hours 08h00 until 16h00).

Completed Tender documents, supporting documents and externally endorsed documents must be placed in a sealed envelope marked "**Tender 110/2020 - Property Information and Management System**", and must be delivered to the Supply Chain Management office, 44 Campbell Street, Port Alfred by not later than 12h00 on **8th September 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.

NOTICE NUMBER: 110/2020
6th August 2020

ADV R DUMEZWENI
MUNICIPAL MANAGER