

NOTES TO BIDDERS:

- Quotations are advertised on SDM's official notice board as well as the website: www.sedibeng.gov.za weekly on Tuesdays and Thursdays;
- Bid documents will be available as from 12:00 from **03 May 2012**, and thereafter on weekdays from 08:00 until 15:30 ONLY, upon payment of a cash non-refundable fee of **R30.00** per document, at the cashier office, third floor, CNR Leslie and Beaconsfield Avenues, Vereeniging.
- The closing time for all bids shall be 12:00 AM at the specified date;
- Bids delivered after the closing time will be rejected;
- Bids shall be sealed and endorsed (with bid number and bid description), and must be deposited at Sedibeng District Municipality tender box (ground floor, outside the main building);
- All bidders must adhere to the terms and conditions of the bid;
- Sedibeng District Municipality Procurement Policy will apply;
- The lowest or any quote will not necessarily be accepted and the Municipality reserves the right to accept where applicable a portion of any quotation;
- Late, emailed or faxed quotations will not be considered;
- Preference will be given to suppliers based within the Sedibeng District Municipality's area of jurisdiction;
- All persons in the service of the state are not allowed to bid;
- **80/20** Preferential Pointing System will be used to evaluate the quotes;
- An **original valid Tax Clearance Certificate** obtainable from SARS must be attached;
- **Current** account or proof that **utilities account** (rates and taxes account, water and lights account) of the bidder is up to date, must be attached;
- Bidders are required to submit original or certified copies of **B-BBEE** Status Level Verification **Certificate** together with their bids to substantiate their B-BBEE rating claims;
- A trust, consortium or joint venture must submit a consolidated **B-BBEE** Status Level Verification Certificate together with their bids;
- Bidders must ensure that their company's status is "**In business**" with the Company and Intellectual Professional Registration Office (CIPRO);
- Municipal bidding documents (MBD's) provided by SDM **must** be filled completely and submitted with all returnable documents, including proof of equity/shareholding of the bidder;
- Only bidders who are in the SDM Supplier database are allowed to bid; and
- Bidders who are not in the SDM Supplier Database are required to be registered on the SDM Database in order for their quotations to be responsive.

FAILURE TO ADHERE TO THIS NOTES MAY LEAD TO THE BIDDER BEING DECLARED AS "NON-RESPONSIVE"