# TENDER NOTICE AND INVITATION TO TENDER

**Sedibeng District Municipality**
www.sedibeng.gov.za

**Suitably qualified service providers are hereby invited to submit proposals on the following:**

| Tender Number | Description | Compulsory Briefing Session | Contact Person |
|---|---|---|---|
| **8/2/1/1/-2014** | Proposal for Catering for 500 People (3 Course Meal) for the Mayoral Awards on 28th May 2014 -Vereeniging Town Hall | **Venue:** Sedibeng District Municipality, Main Building, Municipal Manager's Board Room<br>**Date:** Friday, 9 May 2014<br>**Time:** 10:00 | Ms. Colette Esterhuizen<br>Tel: 016 450 3165 |
| **8/2/1/2-2014** | Proposal for Décor for the SODA and MAYORAL Awards on 28th May 2014 -Vereeniging Town Hall and Theater | | |
| **8/2/4/2-2014** | Supply and delivery of sundry vehicle testing services equipment. | **N/A** | Mr. Tshediso Lenake<br>Tel: 016 450 3343 |

The employer is the **Sedibeng District Municipality**.

The physical address for collection of tender documents is the office of Sedibeng District Municipality, Third Floor, Cashier's Office, Corner Leslie & Beaconsfield Avenues, Vereeniging. **(Ms. Sibulele Njongi at 016 450 3195/ 3186 for SCM Enquiries)**

Documents may be collected during working hours after **08:30 to 15h30 on Wednesday, 30 April 2014 and during weekdays thereafter**.

A non-refundable tender deposit of **R100.00** payable by cheque or cash made out in favour of the employer (Sedibeng District Municipality) is required on collection of the tender documents (project documents).

The closing time for receipt of Bid no: **8/2/4/2-2014 is 12:00 on Friday, 09 May 2014** and for Bid no: **8/2/1/1/-2014 and 8/2/1/2-2014 is 12:00 on Tuesday, 20 May 2014**. Telegraphic, telephonic, telex, facsimile and late tenders will not be accepted.

Tenders, completed as prescribed, shall be sealed in an envelope marked with the bidders address, Tender No. and Description and be deposited in the **TENDER BOX at Sedibeng District Municipality, Cnr Leslie and Beaconsfield Avenue, Vereeniging. (The tender box is outside the building, ground floor)**.

**Bidders must take note of the following:**

- Bids must only be submitted on the bid documentation provided by the Sedibeng District Municipality;
- Bids will be evaluated according to the **80/20** preferential points system;
- Persons in the service of the state are not allowed to bid;
- The lowest or any other bid will not necessarily be accepted and the Municipality reserves the right to accept the whole bid or part thereof, or not to accept any bid;
- Late, unsigned, or incomplete bids will be disqualified;
- Tenders must indicate **VAT** conditions and if not stated it will be assumed pricing includes **VAT**.
- Multiple Tenders from the same supplier is not allowed.
- Bidders are requested to submit **two copies** of the technical proposal and one copy of the financial proposal. Each copy must be clearly marked "**copy**" and "**original**";
- Bidders who are not registered on the supplier database of Sedibeng District Municipality are requested to obtain a **Database Form** at the cashier office OR it can be downloaded at http://www.sedibeng.gov.za/a_tender_docs/20100106_sdm_supp_reg_form.pdf.
- Bidders must ensure that the company status is "**In business**" with the Company and Intellectual Property Commission (**CIPC**);
- Bidders are requested to read and take note of the "Information to Bidders" attached on the bid document;
- 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; and
- A trust, consortium or joint venture must submit a consolidated B-BBEE Status Level Verification.

**Tenderers should attach a valid Tax Clearance Certificate and Up to date utilities Account / Statement. Failure to attach these documents will result to a tender being non-responsive**.

**Municipal Manager: Yunus Chamda**

Corner Beaconsfield & Leslie Streets, Constitutional Square, Vereeniging | PO Box 471, Vereeniging, 1930 - Email: info@sedibeng.gov.za | Tel: 016 450 3000