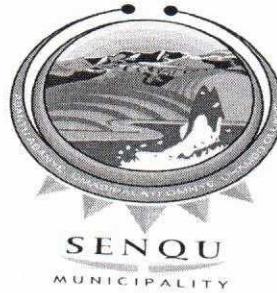


11/2019-2020



7 DAY NOTICE

**BID NOTICE 11/2019-2020**

**PROVISION AND SUPPORT OF ANTI-VIRUS SOFTWARE LICENSES  
FOR 1 YEAR**

Senqu Municipality hereby invites bids from all prospective, accredited and qualifying bidders for the hereunder bid:

Bid Number	Bid Name	Closing Date and Time	Compulsory Briefing Session/ Site Inspection	CIDB Grading	Evaluation criteria
11/2019-2020	PROVISION AND SUPPORT OF ANTI-VIRUS LICENSES SOFTWARE FOR 1 YEAR	Time: 12:00 (Telkom time) 31 January 2020	N/A	N/A	80/20 Preference Point System

The minimum specifications are detailed in the bid document on the website <http://www.senqu.gov.za>. Completed tender documents must be pur bound, sealed in an envelope endorsed with the **Bid Description Name: "Provision and support of Anti-Virus software licenses for 1 year – NOTICE No: 11/2019-2020"** and must be deposited in the Tender/Bid Box at the Senqu Municipal Offices, Lady Grey not later than 12:00 noon on 31 January 2020 when bids will be opened in public.

All enquiries should be addresses to **Mr Luzuko Boo** at 051 603 1300/1318 or [booile@senqu.gov.za](mailto:booile@senqu.gov.za)

11/2019-2020

**EVALUATION & ADJUDICATION CRITERIA**

Bidders that obtain less than **70 points** on functionality will not be considered for further evaluation.

CRITERIA	SUB CRITERIA	MAX POINTS	SCORE
<p>Authorised South African Partner of the Software House from which the software originates or a dealer, specialising in the distribution and support of the particular Software.</p> <p>Proof must be supplied in the form of a certificate or agreement from the Software house.</p>	<p><b>Certificate/Agreement original or Certified copy = 40 points</b></p> <p><b>Not original or Uncertified copy = 0 (zero) points</b></p> <p><b>Not provided = 0 (zero) points.</b></p>	40	
<p>Experience of the company in the provision of Anti-Virus solution to government institutions. An appointment letter with contact details from each government institution is required.</p>	<p><b>4 Institutions = 30 points</b>  <b>3 Institutions = 20 points</b>  <b>2 Institutions = 10 points</b></p>	30	
<p>Provision of Anti-Virus solution to non-government institution. An appointment letter with contact details from each institution is required</p>	<p><b>4 Institutions = 30 points</b>  <b>3 Institutions = 20 points</b>  <b>2 Institutions = 10 points</b></p>	30	
<b>Total</b>		<b>100</b>	

Senqu Municipality Supply Chain Management Policy as well as the following conditions shall apply:

- Canvassing of municipal staff or councillors will automatically disqualify any bidder.
- The bid must be bound with own documents and all SCM documents and bid advertisement. Bid documents must remain **INTACT**. Bids may only be submitted on the bid documentation provided by the Municipality.

**COMPULSARY DOCUMENTS (failure to submit any of the following will result in disqualification)**

- Service Providers' full name, identification number or company or other registration number
- Valid SARS pin number confirmation certificate.
- Prices must be valid for a minimum period of 90 days and include VAT.

- The following Municipal Bid Documents are compulsory documents and must be included in the tender document and signed: They are available on the municipal website [www.senqu.gov.za](http://www.senqu.gov.za).
  - Advertisement (This document)
  - Specifications (Terms of reference)
  - MBD 1 (Invitation to bid)
  - MBD 3.1 (Pricing schedule)
  - MBD 4 (Declaration of Interest)
  - MBD 6.1 (Preference points claim form)
  - MBD 8 (Declaration of Bidder's past supply chain management practices)
  - MBD 9 (Certificate of independent bid determination)

**Failure to complete all supplementary information and the RETURNABLE SCHEDULES including requested MBD Forms not completed in full and not signed will result in the tender being disqualified.**

#### **SUPPLEMENTARY INFORMATION**

- The successful bidder will be required to register on the Senqu Municipality data base.
- This advert must be included in the bid document.
- The municipal rates and taxes or municipal charges owed by the preferred bidder or any of its directors, to the municipality or municipal entity, or to any other municipality or its entity, must not be in arrears for more than three months. Proof must be submitted in the form of a recent municipal account or letter from the Ward Councillor when the bidder operates and resides in an area where there are no municipal services.
- CSD Certificate
- Submission of an original/ certified copy of a B-BBEE issued by a SANAS accredited verification agent. EMEs may submit an original sworn affidavit.
- A trust, consortium or joint venture must obtain and submit a consolidate B-BBEE status Verification Certificate with the tender.
- A trust, consortium or joint venture must obtain and submit a consolidate Tender Tax Clearance Certificate with the tender.
- The Senqu Municipality does not bind itself to accept the lowest or any other bid and reserves the right to accept the whole or part of any bid.
- No emailed or faxed documents will be accepted.
- It is the responsibility of the Bidder to ensure that bids sent via courier are placed in the Tender/Bid Box at the advertised date and time.
- Bids which are late, incomplete, unsigned will not be accepted
- All disputes, objections, complaints and queries will be settled as per paragraph 56 of the Senqu Municipal Supply Chain Policy through mutual consultation, mediation (with or without legal representation) or when unsuccessful through a South African court of law.

**M.M. Yawa**

**Municipal Manager**  
**23 January 2020**