



BID NOTICE: 62 / 2020-2021T
Purchase and delivery of office furniture

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

Closing Date and Time	Project Name	Evaluation criteria
Date: 31 May 2021 Time: 12:00 Telkom Time	Purchase and delivery of office furniture	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 in a sealed envelope endorsed with the name, **(Purchase and delivery of office furniture) – NOTICE No 62/2020-2021T:** and must be deposited in the Tender/Bid Box at the Senqu Municipal Offices, 19 Murray Street, Lady Grey not later than **12:00, 31 May 2021** when bids will be opened in public.

Tender documents will be made available at the main office and on municipal the website <http://www.senqu.gov.za>.

Enquiries should be addressed to: Senqu Municipality: **Mrs M Ramarou**: Telephone: **051 603 1300** Email: ramaroum@senqu.gov.za

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.
- Municipal MBD Documents, All Compulsory and Supplementary Documentation as requested in this advert and bidders' own submissions must be properly bound and be submitted intact to the municipality

COMPULSORY DOCUMENTS (failure to complete, submit or not signing where indicated, of any of the compulsory documents 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 municipal rates and taxes or municipal charges owed by the preferred bidder and all 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.
- Only locally produced or locally manufactured furniture with a stipulated minimum threshold of 85% for local production and content will be considered.
- The exchange rate to be used for the calculation of local production and content must be the exchange rate published by the South African Reserve Bank (SARB) at 12:00 on the date of advertisement of the bid; and
- Only the South African Bureau of Standards (SABS) approved technical specification number SATS 1286:2011 must be used to calculate local content.

SUPPLEMENTARY INFORMATION

- The successful bidder will be required to register on the Senqu Municipality data base.
- 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 by the advertised date and time.
- The successful bidder will be requested in certain circumstances to be requested to enter into a Service Level Agreement.
- Bids which are late, incomplete or unsigned will not be accepted for evaluation.
- 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.
- CSD Certificate
- Submission of a certified copy of a B-BBEE Certificate issued by a SANAS accredited verification agent. EME's may submit an original sworn affidavit.

MM Yawa
Municipal Manager
7 May 2021