



HANTAM MUNISIPALITEIT HANTAM MUNICIPALITY

Sete / Centre	Munisipale kantore / Municipal Offices		
Calvinia P.O. 2564 8194	Brandvlei P.O. 2572 8194	Loeriesfontein P.O. 2564 8194	Nieuwoudtville P.O. 2572 8194
Telefoon 8190 (027) 218 8700	Telefoon 8190 (027) 218 8700	Telefoon 8180 (027) 667 8600	Telefoon 8180 (027) 218 8700
Skakel 8190 (027) 218 8701	Skakel 8190 (027) 218 8701	Skakel 8180 (027) 667 8601	Skakel 8180 (027) 218 8701
Inf: @hantam.gov.za			

FORMAL TENDER: NC065/ T15/2018

SUPPLY AND DELIVERY OF STATIONERY TO HANTAM MUNICIPALITY FOR A PERIOD OF 1 YEAR.

CLOSING DATE: 18 OCTOBER 2018

CLOSING TIME: 12H00

Hantam Municipality hereby invites Prospective suppliers to tender for the following:
SUPPLY AND DELIVERY OF STATIONERY TO HANTAM MUNICIPALITY FOR A PERIOD OF 1 YEAR.

Formal tender sealed and clearly marked "NC065/T15/2018: SUPPLY AND DELIVERY OF STATIONERY TO HANTAM MUNICIPALITY FOR A PERIOD OF 1 YEAR" must be placed in the Municipal tender box at the Head Office of Hantam Municipality at 20 Hoop Street, Calvinia, 8190 no later than 12h00 on Thursday, 18 October 2018 and will be opened in public immediately.

The municipality reserves the right to withdraw any invitation to tender and / or re-advertise or to reject any formal tender or to accept a part of it. The Municipality does not bind itself to accept the lowest formal or award a contract to the bidder scoring the highest number of points. Potential bidders should note that all projects in terms of this tender may not materialize.

Formal tenders will be evaluated and adjudicated in terms of 80/20 Preference Point System prescribed by the Preferential Procurement Policy Framework Act (Act5 of 2017) and the Municipality's Supply Chain Management Policy.

Following conditions will apply to the tender

- The Tenderer needs to be registered on the Central Supplier Database (CSD) of National Treasury. Proof of registration should be attached to the tender document (CSD REPORT).
- An original Tax Clearance Certificate must be submitted
- An original or certified Broad Based Black Economic Empowerment (BBBEE) Certificate must be submitted to obtain point for BBBEE Status Level. Bidders who qualify for Exempted Micro Economic Enterprise (EME) in terms of BBBEE act must submit a certificate issued by an Accounting officer as contemplated by the Close Corporation Act or a Verification Agency accredited by SANAS or a registered auditor.
- Price quoted must be valid for at least 90 days
- Price quoted must be firm and inclusive of VAT

Prospective bidders must have prior knowledge and experience of providing these materials and provide references thereof.

No tender will be considered from a person or company who, for the past five years has been convicted of

- Fraud, corruption or any criminal offense
- The strike, premature termination of unsuccessful completion of government contracts

No tender will be considered to persons in the service of the state.

It is prerequisite that all prospective service providers who are not yet registered on the Central Supplier Database of National Treasury, register without delay by completing the prescribed form or log onto www.csd.gov.za/register. Application forms are obtainable on our website.

Pre- Qualification Criteria:

Hantam Municipality has decided to apply pre-qualifying criteria to advance certain designated groups, that organ of state must advertise the tender with a specific tendering condition that only one or more of the following tenderers may respond –

1. Tenderer having a stipulated minimum B-BBEE status level of contributor;
2. An EME or QSE;
3. A tenderer or subcontracting a minimum of 30% to –
 - I. an EME or QSE which is at least 51% owned by black people;
 - II. an EME or QSE which is at least 51% owned black owned by black people who are youth;
 - III. and EME or QSE which is at least 51% owned by black people who are women;
 - IV. an EME or QSE which is at least 51% owned by black people with disabilities;
 - V. an EME which is 51% owned by black people living in rural or underdeveloped areas or townships;
 - VI. a cooperative which is at least 51% owned by black people;
 - VII. an EME or QSE which is at least owned by black people who are military veterans;
 - VIII. and EME or QSE.

Enquiries relating to the specifications can be addressed to Mr. S.M. Wilschut (027 341 8500)

A set of tender documents with detailed specifications can be obtained from Mr. S. M. Wilschut, Supply Chain Management at the cost of R500.00, 20 Hope Street, Calvinia, 8190, Email: wilschutsm@hantam.gov.za or at (027) 341 8500 before the specified date and time.

Mr. J. I. Swartz
Municipal Manager
Hantam Municipality