



MTUBATUBA

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BID NOTICE

ST LUCIA CLEANING SERVICES

1. BID INVITATION

Tenders are hereby invited from suitable qualified and experienced Bidders for St Lucia Cleaning Services at Mtubatuba Local Municipality in the Province of KwaZulu Natal.

Contract Name	Contract No.	Compulsory briefing session.	Closing Date
St Lucia Cleaning Services	MTU14/2016/2017	06 Sept 2016 at Municipal Offices @ 10:00 AM	12h00 (midday) on 15 Sept 2016 @ 12:00

Only Tenders that have suitable with adequate experience and expertise are eligible to submit Bids.

Invalid or non-submission of the following documents will lead to immediate disqualification of the tender:

- Original valid tax clearance certificate or Tax Compliance Status Pin
- Certified copies of company registration documents together with certified copies of company shareholders' IDs
- Copy of Letter of Good Standing from the Department of Labour
- JV agreement (if applicable)
- All bids submitted shall be valid for 90 days after the bid closing date

The following conditions will apply:

- Prices quoted must be firm and must be inclusive of VAT
- A firm delivery period must be indicated
- It is compulsory to submit a copy of the CK1/CK2 document.
- A valid B-BBEE status level verification certificate must be submitted. Failure to do so may result in scoring zero preference point and prospective Tenderers are requested to take note that the directives applicable in respect of the B-BBEE as prescribed in the Preferential Procurement Regulations, 2011. 90/10 principle will apply in the adjudication of this bid. Registration on the Councils Database is encouraged prior to the submission or closing of the tender. Registration forms are available at Mtubatuba Local Municipality website or can be collected at our SCM office. It is the responsibility of the Tenderer to ensure that the registration documents are received by the Supply Chain Management Office.

2. TENDER DOCUMENT RESERVATIONS

A strict reservation system will be followed for securing tender documents. Tenderers are required to make document reservations by close of business **xxx, xx xxx 2016 (16H00)**, via email **ONLY** to **veempungose@gmail.com**. The reservation list will be used to collect documents on the day of the briefing from the Mtubatuba Local Municipality offices situated at Lot 105, Inkosi Mtubatuba Road, 3935. **No unreserved documents will be issued.**

3. BID ENQUIRIES

Bid enquiries and technical matters shall be directed in writing to the relevant representative as detailed below:

Enquires	Contact Person	Telephone	Fax
Waste Management Unit	Mr. K.V Mpungose	035 550 6402	035 550 0060
SCM	Ms N Mtshali	035 550 0069	035 550 0060

For further information contact the Acting General Manager: Community Services Department, Mr. Mduduzi Mahlinza during normal office hours on telephone number 035 550 0069.

4. CLOSING DATE

The closing date for the Bid is per the table 1 above. Bids must be duly completed, in accordance with the Bid conditions and rules, enclosed in sealed envelopes and addressed to the Municipal Manager, Mtubatuba Local Municipality. The envelopes must be clearly marked and deposited into the tender box at Mtubatuba Local Municipality, Lot 105, Inkosi Mtubatuba Road, at the time and date specified in the table above. **Late Bids will not be considered.**

Bidders must duly complete and sign all of the returnable documents, failing which the Bid will be deemed non-responsive. Mtubatuba Local Municipality does not bind itself to accept the lowest or any bid and reserves the right to accept the whole or any part of the bid.

ACTING MUNICIPAL MANAGER
Ms. NQ Mzimela