

MATJHABENG

MUNICIPALITY
UMASIPALA



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MMASEPALA

INVITATION TO BID

RFQ NO.149/2013-14

SUPPLY AND DELIVER OF 12 LITRE KNAPSACK SPRAYERS & 20 LITRE WEED WACKER FOR VIRGINIA ROADS WORKSHOP.

Prospective bidders are hereby invited to submit quotations to supply & deliver 12litre knapsack miura sprayers & 20 litre weed wacker for Virginia Roads Workshop.

Bid documents are available free of charge from Office number 108 Municipal Offices (Main Building), C/O Stateway and Ryk Street, Civic Centre, Welkom. The advert will be placed on the website and Notice Board for Seven Days (7 Days).

Bid documents accompanied by quotations in sealed envelopes quoting the RFQ number, RFQ description and addressed to the Municipal Manager, Matjhabeng Local Municipality, P.O Box 708, Welkom 9460 must be deposited in the Quotation Box, placed at the entrance of Municipality Offices (Main Building) Corner of Ryk Street and Stateway, Civic Centre, Welkom or send by mail to the aforementioned address. Quotations will be opened after the closing date.

Closing Date and Time:

Tuesday, 3 June 2014 at 12H00

Enquiries may be directed to:

Mr. Charles Feltman at Tel: (057) 391 3944

Bidders should take note of the following:

1. The relevant MBD Form e.g.: SBD4 Declaration of Interest **must** be completed and submitted with Quotation.
2. Bidders must submit a valid and original **Tax Clearance Certificate** or in the case of a Joint Venture, valid and original **Tax Clearance Certificates of All Partners** in the Joint Venture.
3. Bidders are to familiarise themselves fully with the Specifications and other portions of the bid document.
4. Bidders must attach Quotation with a letter head of the company when submitting bids.
5. Bidders are requested to complete the specification form in full.
6. Supply Chain Management Policy objectives of Matjhabeng Local Municipality will be applied.
7. No faxed copies or e-mails or late bids will be considered.
8. Only signed original bids will be accepted.
9. Bidders must submit their latest Municipal account with the address corresponding to the company's address on CPIC registration document or a Lease Agreement.
10. Bidders must also submit **CK 1 or 2** or any form of registration with CPIC,(compulsory)
11. Bids will be evaluated in terms of the Preferential Procurement Policy Framework Act 80/20
12. The lowest or any bid will not necessarily be accepted and the Municipality reserves the right to accept any bid wholly or partially.
13. Bidders must be registered on municipal Database of suppliers.
14. Bidders are required to, together with their bids; submit original and valid **B-BBEE** Status Level Verification Certificates or Certified copies thereof to substantiate their **B-BBEE** rating claims with **SANAS** Logo, for **Exempted Micro Enterprise** must submit a Certificate issued by registered auditors or accounting officers with practice number
15. **Service Providers are requested to include reference letter of previous similar work done.**


Mf. T. Tsoaeli

Chief Financial Officer

SPECIFICATIONS FOR PURCHASE OF KNAPSACK MIURA & WEED WACKER FOR VIRGINIA ROADS WORKSHOP.

ITEM NO.	ITEM DESCRIPTION AND REQUIRED NEEDS			
	PURCHASE OF KNAPSACK MIURA & WEED WACKER.	QUANTITY	UNIT PRICE	TOTAL PRICE
	• 12 LITRE KNAPSACK MIURA SPRAYERS	20		
	• 20 LITRE WEED WACKER	15		
	•			
	•			
	•			

SUB – TOTAL R_____

VAT 14% R_____

TOTAL BID PRICE INCLUDING VAT R_____

Signature of Bidder

Date

SBD 4

DECLARATION OF INTEREST

1. Any legal person, including persons employed by the state¹, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes an advertised competitive bid, a limited bid, a proposal or written price quotation). In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where-
 - the bidder is employed by the state; and/or
 - the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the bid.
2. **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**
 - 2.1 Full Name of bidder or his or her representative:
 - 2.2 Identity Number:.....
 - 2.3 Position occupied in the Company (director, trustee, shareholder², member):
.....
 - 2.4 Registration number of company, enterprise, close corporation, partnership agreement or trust:
.....
 - 2.5 Tax Reference Number:
 - 2.6 VAT Registration Number:
 - 2.6.1 The names of all directors / trustees / shareholders / members, their individual identity numbers, tax reference numbers and, if applicable, employee / PERSAL numbers must be indicated in paragraph 3 below.

¹"State" means –

- (a) any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999);
- (b) any municipality or municipal entity;
- (c) provincial legislature;
- (d) national Assembly or the national Council of provinces; or
- (e) Parliament.

²"Shareholder" means a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercises control over the enterprise.

2.7 Are you or any person connected with the bidder presently employed by the state? YES / NO

2.7.1 If so, furnish the following particulars:

Name of person / director / trustee / shareholder/ member:

Name of state institution at which you or the person connected to the bidder is employed :

Position occupied in the state institution:

Any other particulars:
.....
.....
.....

2.7.2 If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector? YES / NO

2.7.2.1 If yes, did you attach proof of such authority to the bid document? YES / NO

(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the bid.

2.7.2.2 If no, furnish reasons for non-submission of such proof:
.....
.....
.....

2.8 Did you or your spouse, or any of the company's directors / trustees / shareholders / members or their spouses conduct business with the state in the previous twelve months? YES / NO

2.8.1 If so, furnish particulars:
.....
.....
.....

2.9 Do you, or any person connected with the bidder, have any relationship (family, friend, other) with a person employed by the state and who may be involved with the evaluation and or adjudication of this bid? YES / NO

2.9.1 If so, furnish particulars.
.....

4 DECLARATION

I, THE UNDERSIGNED (NAME).....

CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2 and 3 ABOVE IS CORRECT.
I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME SHOULD THIS
DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder

November 2011