

A. LESEDI LOCAL MUNICIPALITY

TENDER NO: 21/2016: TENDER FOR THE PROVISION OF SERVICES FOR HOSTING THE STATE OF THE MUNICIPAL ADDRESS (SOMA) 2016

Lesedi Local Municipality is inviting event management companies to submit tenders for the Provision of Services for hosting the State of the Municipal Address (SOMA) 2016

Queries for the abovementioned bid may be directed to Mrs M.J Melato at Tel: (016) 492 0047 during office hours **Mon to Fri 08:00 – 16:00**.

Closing date: 19 May 2016 at 12h00

Tender documents, together with the terms of reference, which are important for the preparation of the proposal/tender, will be available from Ms Sibulelo Nxathi at the SCM Office at the Municipality, Heidelberg, as from the 09th May 2016 from 10h00 for a non-refundable fee of R 562-00, payable at the rates and taxes hall during office hours Monday – Friday, 07:30 – 15:00. Only cash or EFT will be accepted. A compulsory briefing session will be held on the 10th May 2016@10h00 at the Infrastructure Services boardroom.

The completed proposals must be submitted in a sealed envelope marked "Functionality". The completed tender document must be submitted in a separate sealed envelope clearly marked "Price". Both envelopes must be placed in one single sealed envelope marked: - **TENDER NO: 21/2016: TENDER FOR PROVISION OF SERVICES FOR HOSTING THE STATE OF THE MUNICIPAL ADDRESS (SOMA) 2016**.

Bids must be placed in the tender Box situated at the Development and Planning Department Municipal Building, c/o of Du Preez and H.F Verwoerd Street, Heidelberg, on or before 19 May 2016 at 12:00. Tenders will be opened in public. The tender box will be open during office hours, Monday – Friday, 07:30 – 15:30. No e-mailed or faxed bids will be considered.

The Lesedi Local Municipality (LLM) reserves the right not to accept the lowest priced proposal or any proposal in part or in whole. It normally awards the contract to the tenderer who proves to be fully capable of handling the contract and whose proposal is technically acceptable, has meaningful empowerment credentials and/or is financially advantageous to the LLM. LLM reserves the right to negotiate rates, for purposes of creating uniformity and the tenderer, by responding to this tender, agrees to abide by such negotiated rates which may be changed from time to time by agreement between the parties. Any bid not suitably endorsed or comprehensively completed, as well as bids completed in pencil will be regarded as invalid bids. All objections and complaints must be lodged within 14 days and in writing to the municipal's manager's office.

Only bidders who score 60% or more for functionality will be further evaluated on both Price and B-BBEE points.

The 80/20 preference procurement point system will apply and preference will be given to bidders who are able to demonstrate the following:-

- | | |
|--|-----------|
| a) Price | 80 points |
| b) B-BBEE Status Level of Contribution | 20 points |

All service providers must submit their B-BBEE Verification Certificate from Verification Agencies accredited by the South African Accreditation Systems (SANAS) or a Registered Auditor approved by the Independent Regulatory Board (IRBA) or an Accounting Officer as contemplated in the Close Corporation Act (CCA) in order to claim preference points.

It is a condition of bid that the taxes of the successful bidder must be in order, or that satisfactory arrangements have been made with South African Revenue Service (SARS) to meet the bidder's tax obligations. Additionally, no contract shall be concluded with any bidder, whose municipal rates and taxes and service charges are in arrears.



I RAMPEDI
ACTING MUNICIPAL MANAGER

LESEDI LOCAL MUNICIPALITY
PO BOX 201
HEIDELBERG
1438