

UMZIMVUBU

ADVERTING DATE: 22 JANUARY 2019 UMZ/2018-19/VACANT BUSINESS UNITS/LED

SERVICE PROVIDER TO SUBMIT PROPOSAL ON VACANT BUSINESS UNITS FOR TOURISM ART CENTRE.

Bidders are hereby invited to submit proposals/Quotations for vacant business units as per terms of reference.

MANDATORY DOCUMENTS TO BE SUBMITTED FAILURE TO DO SO WILL LEAD TO BE NON RESPONSIVE.

Umzimvubu Local Municipality Supply Chain Management will apply. A valid Original Tax Clearance Certificate or confirmation from SARS with a verification pin, certified copy of company Registration/Founding Statement/CIPC Documents. Certified BBBEE certificate and a combined BBBEE for a joint venture (non-elimination item). JV Agreement for Joint venture. 80/20 evaluation criteria. Prices quoted must be firm and must be inclusive of VAT for vat vendors. Certified ID Copies of Managing Directors/ Owners. CSD Registration and MBD forms 4, 8 and 9 are compulsory submission and Billing Clearance certificate or Statement of Municipal Accounts. Certified copies of Certificates must not be later than 90 days of closing date. No couriered, faxed, e-mailed and late tenders will be accepted. Umzimvubu Local Municipality reserves the right not to appoint and value for money will be the key determinant. All quotation must be deposited in the quotation box situated at Umzimvubu Local Municipality Offices at SCM office 813 Main Street, Mt Frere not later than 12h00 noon on 01 February 2019. All tenders must be clearly marked "Name of the project or Reference number". All service providers must be registered on CSD and submit proof. The municipality will not make award any award to a person or persons working for the state.

Enquiries: / All technical enquiries may be directed to Ms L.Dina/ Mr Mbukushe (SCM Manager) 039 255 8556/8540

Other enquiries regarding this Bid may be directed to the office of the Municipal Manager:

Attention: Mr G.P.T Nota

813 Main Street or P/Bag X9020

MT FRERE

5090

GPT NOTA (MUNICIPAL MANAGER)



PROVINCE OF THE EASTERN CAPE

OCCUPYING OF VACANT BUSINESS UNIT AT EMAXESIBENI TOURISM ART CENTRE

CONTRACT NO: UMZ/2018-19/LED & EM /002

PRICED BID DOCUMENT TO BE SUBMITT RECEPTION AREA OF THE UMZIMVUBU I FRERE, 5090 BEFORE 12H00 ON	ED TO THE BID BOX PLACED IN THE LOCAL MUNICIPALITY 813 MAIN STREET, MT
NO LATE SUBMISSION	ONS WILL BE CONSIDERED
Name of Bidder:	
AMOUNT OFFERED:	

Prepared and Issued by:
Umzimvubu Local Municipality
Local Economic Development and Environmental Management Department
Erf. 813 Main Street
Private Bag x 9020
Mt Frere
5090

Municipal Manager: Mr. G.P.T. NOTA Contact Person: Mr S Ntinzi

Tel: 039 – 255 8500 Fax: 039 255 0167

TERMS OF REFERENCE

UMZIMVUBU LOCAL MUNICIPALITY MANAGEMENT OF THE EMAXESIBENI TOURISM ART CENTRE BID NO.: UMZ / 2017- 18 / LED & EM / 003

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PROPOSAL NOTICE

MANAGEMENT OF THE EMAXESIBENI TOURISM ART CENTRE: UMZ/2017-18/LED & EM/003

Umzimvubu Local Municipality invites credible service providers to bid for the Management of EmaXesibeni Tourism Art Centre. Interested service providers should show their interest by attending a compulsory briefing session as indicated in the tender documents which will be available at a non-refundable amount of R350.00 at Revenue Offices in KwaBhaca & EmaXesibeni.

MANDATORY DOCUMENTS TO BE SUBMITTED FAILURE TO DO SO WILL LEAD TO BIDS BEING NON RESPONSIVE.

Umzimvubu Local Municipality Supply Chain Management policy will apply. A valid Original Tax Clearance Certificate or confirmation from SARS with a verification pin, certified copy of company Registration/Founding Statement/CIPC Documents. Certified BBBEE certificate and a combined BBBEE for a joint venture (non-elimination item). JV Agreement for Joint venture. 80/20 evaluation criteria. Prices quoted must be firm and must be inclusive of VAT for vat vendors. Certified ID Copies of Managing Directors/ Owners. CSD Registration and MBD forms 4, 8 and 9 are compulsory submission and Billing Clearance certificate or Statement of Municipal Accounts. Certified copies of Certificates must not be later than 90 days of closing date. No couriered, faxed, e-mailed and late tenders will be accepted. Umzimvubu Local Municipality reserves the right not to appoint and value for money will be the key determinant. All proposals must be deposited in the quotation box situated at Umzimvubu Local Municipality Offices at SCM office 813 Main Street, Mt Frere not later than 12h00 noon on, where they will be opened in public. All tenders must be clearly marked "Name of the project or Reference number". All service providers must be registered on CSD and submit proof.

The municipality will not make any award to a person or persons working for the state.

CRITERIA FOR FUNCTIONALITY POINTS

ITEM	QUALIFYING CRITERIA	POINTS	WEIGHTS

UMZIMVUBU LOCAL MUNICIPALITY

MANAGEMENT OF THE EMAXESIBENI TOURISM ART CENTRE

BID NO.: UMZ / 2017- 18 / LED & EM / 003

ITEM	QUALIFYING CRITERIA	POINTS	WEIGHTS
Capacity	A minimum qualification in tourism, hospitality or business and or project management of the team members.	10	30
	Demonstrate the capacity to start the business with immediate effect. Ability to create jobs for the local community.	10	
	One to two traceable references in the form of signed happy letters from clients.	10	
Previous Experience	2 or more years of relevant experience in running a business such as the restaurant or information centre	15	30
	Two or more traceable references in the form of signed happy letters from clients	15	
Methodology	Methodology to be used		40
	Detailed project description with project milestones.	20	
	Detailed business proposal with an operational plan.	10	

UMZIMVUBU LOCAL MUNICIPALITY

MANAGEMENT OF THE EMAXESIBENI TOURISM ART CENTRE

BID NO.: UMZ / 2017- 18 / LED & EM / 003

ITEM	QUALIFYING CRITERIA	POINTS	WEIGHTS
	Detailed Marketing plan of the business that will keep the business running profitable.	10	

Enquiries: All technical enquiries may be directed to Ms S Batyi / Mr T. Mbukushe (SCM Manager) 039 255 8555

Other enquiries regarding this Bid may be directed to the office of the Municipal Manager:

Attention: Mr G.P.T Nota

813 Main Street or P/Bag X9020

MT FRERE

5090

GPT NOTA (MUNICIPAL MANAGER)

1. BACKGROUND

Umzimvubu Local Municipality hereby requests proposals from suitably qualified service providers that are registered on Central Supplier Database to submit detailed business proposal that will be implemented at the Mnqwane EmaXesibeni Tourism Art Centre in ward 4.

The centre has building structures with electricity and fencing. It is strategically located along the N2 road with sound network communications.

PROJECT SPECIFICATION

- Develop a business proposal/plan for the restaurant and information centre
- Run a restaurant and information centre
- Oversee and monitor, operations, cleanliness
- Pay monthly rent to the municipality
- Reporting all damages and things that need the municipality to take note of.
- An incumbent is allowed to bring his/her creativity with respect to activities, but that must be communicated with LED & EM Department.

Program Description and Objectives

- Local Economic empowerment.
- To create job opportunities
- To market Umzimvubu area as a preferred tourist destination

PROJECT SPECIFICATION The site has the following:

- Fenced Yard
- Toilets
- Two Rondavels
- Braai area
- Restaurant Place
- Kitchen with built in cupboards
- Counters

MBD FORM 1 INVITATION TO BID

MBD₁

UMZIMVUBU LOCAL MUNICIPALITY MANAGEMENT OF THE EMAXESIBENI TOURISM ART CENTRE BID NO.: UMZ / 2017– 18 / LED & EM / 003

INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF MUNICIPALITY/ENTITY)

BID NUMBER: UMZ/2017-18/LED & EM/003

CLOSING DATE:2019 CLC

CLOSING TIME: 12H00.

DESCRIPTION: Management of EmaXesibeni Tourism Art Centre

The successful bidder will be required to fill in and sign a written Contract Form (MBD 7).

BID DOCUMENTS MAY BE POSTED TO:

MUNICIPAL MANAGER
UMZIMVUBU LOCAL MUNICIPALITY
PRIVATE BAG X 9020
MOUNT FRERE
5090

CLEARLY STATE ON TOP THE ENVELOPE THE NAME: MANAGEMENT OF EMAXESIBENI TOURISM ART CENTRE.

OR

DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)

UMZIMVUBU LOCAL MUNICIPALITY OFFICE, 813 MAIN STREET, MOUNT FRERE, 5090, RECEPTION AREA

Bidders should ensure that bids are delivered timeously to the correct address. If the bid is late, it will not be accepted for consideration.

The bid box is generally open 24 hours a day, 7 days a week with the assistance of municipal officials / security personnel.

ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS - (NOT TO BE RE-TYPED)

THIS BID IS SUBJECT TO THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT / APPLICABLE LEGISLATION

THIS BID WILL BE EVALUATED AND ADJUDICATED ACCORDING TO THE FOLLOWING CRITERIA:

- 1. Relevant specifications
- 2. Value for money
- 3. Capability to execute the contract
- 4. PPPFA & associated regulations

UMZIMVUBU LOCAL MUNICIPALITY MANAGEMENT OF THE EMAXESIBENI TOURISM ART CENTRE BID NO.: UMZ / 2017- 18 / LED & EM / 003

NB: NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE (see definition on MBD 4 attached)

THE FOLLOWING PARTICULARS MUST BE FURNISHED (FAILURE TO DO SO MAY RESULT IN YOUR BID BEING DISQUALIFIED)

NAME OF BIDDER	
POSTAL ADDRESS	
STREET ADDRESS	
TELEPHONE NUMBER CODENUMBER	
CELLPHONE NUMBER	
FACSIMILE NUMBER CODENUMBER	
VAT REGISTRATION NUMBER	
HAS AN ORIGINALTAX CLEARANCE CERTIFICATE BEEN ATTACHED (MBD 2)?	YES/NO
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS/SERVICES OFFERED BY YOU?	YES/NO (IF YES ENCLOSE PROOF
SIGNATURE OF BIDDER	
DATE	
CAPACITY UNDER WHICH THIS BID IS SIGNED	
TOTAL BID PRICE	
TOTAL NUMBER OF ITEMS OFFERED.	
ANY ENQUIRIES REGARDING THE BIDDING PROCEDURE MA	AV BE DIRECTED TO:
Municipality / Municipal Entity: UMZIMVUBU LOCAL MUNICIPALITY	AT DE DIRECTED TO.

Department: BUDGET & TREASURY: SCM UNIT

Contact Person: Ms N. DUZE

Tel: 039 255 8500 Fax: 039 255 0167

ANY REQUIRIES REGARDING TECHNICAL INFORMATION MAY BE DIRECTED TO:

Contact Person: Mr S Ntinzi

Tel: 039 255 8500 Fax: 039 255 0167

MBD FORM 4 DECLARATION OF INTEREST

DECLARATION OF INTEREST

No bid will be accepted from persons in the service of the state*.

2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority and/or take an oath declaring his/her interest.

3	submitted with the bid.	must be complete	ed and
3.1	Full Name:		
3.2	Identity Number:		
3.3	Company Registration Number:		
3.4	Tax Reference Number:		
3.5	VAT Registration Number:		
3.6.	Are you presently in the service of the state* If so, furnish particulars.	YES / NO	
3.7	Have you been in the service of the state for the past	YES / NO	

- * MSCM Regulations: "in the service of the state" means to be -
 - (a) a member of -
 - (i) any municipal council;
 - (ii) any provincial legislature; or
 - (iii) the national Assembly or the national Council of provinces;
 - (b) a member of the board of directors of any municipal entity;
 - (c) an official of any municipality or municipal entity;
 - (d) an employee of 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);
 - (e) a member of the accounting authority of any national or provincial public entity; or
 - (f) an employee of Parliament or a provincial legislature.

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UMZIMVUBU LOCAL MUNICIPALITY MANAGEMENT OF THE EMAXESIBENI TOURISM ART CENTRE BID NO.: UMZ / 2017- 18 / LED & EM / 003

	Twelve months?
3.7.1	If so, furnish particulars.
3.8	Do you, have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid?
3.8.1	If so, furnish particulars.
3.9	Are you, aware of any relationship (family, friend, other) between a bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid?
3.9.1	If so, furnish particulars
	YES/NO

3.10	Are any of the company's directors, manager Shareholders or stakeholders in service of the	a, principio	ES / NO
3.10.	1 If so, furnish particulars.		
3.11	Are any spouse, child or parent of the compan managers, principle shareholders or stakeho of the state?	y 5 directors,	ES / NO
3.11	.1 If so, furnish particulars.		
	CE	RTIFICATION	
	I, THE UNDERSIGNED (NAME)		
	CERTIFY THAT THE INFORMATION I CORRECT.	URNISHED ON THIS DECLARA	TION FORM IS
	I ACCEPT THAT THE MUNICIPALI DECLARATION PROVE TO BE FALSE.	TY MAY ACT AGAINST ME	SHOULD THIS
	Signature	Date	
	Position	Name of Bidder	

SCHEDULE 1: COMPULSORY ENTERPRISE QUESTIONNAIRE

Section 3: CIDB registration number, if any:	respect of each partner mus Section 1: Name of enter	prise:	
Physical: Telephone: Facsimile: E-mail: Section 2: VAT registration number, if any: Section 3: CIDB registration number, if any: Section 4: Particulars of sole proprietors and partners in partnerships Name* Identity number* Personal income tax number* Complete only if sole proprietor or partnership and attach separate page if more than 3 partners section 5: Particulars of companies and close corporations stach a certified copy of the company/companies founding statement(s) to this page) propany registration number ose corporation number ax reference number	Address of enterprise:		
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POINT SCORING / ALLOCATIONS OF POINTS

F.3 The Employer's undertakings

F.3.4 Opening of tender submissions

Add the following to F.3.4.1:

F.3.4.1 The time and location for opening of the tender offers is:

Time 12:00 on

Location: UMZIMVUBU MUNICIPALITY offices, 813 Main Street, Mount Frere, 5090 Tenders will be opened immediately after the closing time for tenders.

F.3.8 Test for responsiveness

Add the following:

Circular No. 53 of the MFMA will be applied in functionality assessment where the total points for functionality will be 50; a minimum threshold value of 60% must be obtained in functionality in order for the bidder to be evaluated in price.

The bid will be evaluated and allocated points as follows:

Price

80 points

B-BBEE status level of contribution

20 points

- Business Entity Establishment 10PTS: A brief business background in the form of a business profile, also accompanied by resume(s) of your designated responsible site personnel.
- Relevant Company Experience 20PTS: specifically including a listing of previous projects successfully undertaken by the service provider within the past three years. The service provider should also include project details and traceable references of the listed projects. Five (5) points will be awarded for each relevant or similar project listed.
- 3. Experience and qualifications of Persons assigned to the Contract (Contract Manager/Site Manager) 20PTS: The resume(s) of all the person(s) assigned by the service provider to the contract must be included. Also note that personnel assigned must only be replaced with a person of similar or higher level of experience.
- Site Manager/ Contract Manager: Between 3 and 5 years relevant experience as a Site Manager/ Contract Manager: 10 points.
- Supervisor/ foreman: Between 1 and 5 years relevant experience supervising work: 10 points.

(NOTE: Awarding of points will be based on credible reference check)

F.3.11.1 General

Add the following:

The following preference point systems are applicable to all bids:

- the 80/20 system for requirements with a Rand value of up to R1 000 000 (all applicable taxes included); and
- The 90/10 system for requirements with a Rand value above R1 000 000 (all applicable taxes included).

The value of this bid is estimated not exceed R1 000 000 (all applicable taxes included) and, therefore, the 90/10 system shall be applicable.

Preference points for this bid shall be awarded for:

- (a) Price; and
- (b)B-BBEE Status Level of Contribution.

The maximum points for this bid are allocated as follows:

POINTS

PRICE	80
B-BBEE STATUS LEVEL OF CONTRIBUTION	20
Total points for Price and B-BBEE must not exceed	100

Failure on the part of a bidder to fill in and/or to sign this form and submit a B-BBEE Verification Certificate from a Verification Agency accredited by the South African Accreditation System (SANAS) or a Registered Auditor approved by the Independent Regulatory Board of Auditors (IRBA) or an Accounting Officer as contemplated in the Close Corporation Act (CCA) together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

The purchaser, being the Municipality of Umzimvubu or any agency, body or the like established by it, reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

The procedure for the evaluation of responsive tenders is **Method 2**, where the total number of adjudication points achieved = NFO + B-BBEE as detailed below.

Where NFO = The number of tender evaluation points achieved for the Financial Offer.

B-BBEE = The number of tender evaluation points achieved for B-BBEE level of Contribution.

F.3.11.2 Scoring Financial Offers

Add the following:

The financial offer will be scored using **Formula 2 (Option 1)** where a maximum of 80 or 90 points is allocated on the following basis:

80/20

or

90/10

$$Ps = 80 \left(1 - \frac{Pt - P\min}{P\min} \right)$$

$$Ps = 90 \left(1 - \frac{Pt - P\min}{P\min} \right)$$

Where

Ps = Points scored for comparative price of bid under consideration

Pt = Comparative price of bid under consideration

Pmin = Comparative price of lowest acceptable bid

Add the following new sub clause:

F.3.11.4 Scoring Preference

1. Points awarded for B-BBEE Status Level of Contribution

a. In terms of Regulation 5 (2) and 6 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

Number of points (80/20 system)
20
18
16
12
8
6
4
2
0

- b. Bidders who qualify as EME's in terms of the B-BBEE Act must submit a certificate issued by an Accounting Officer as contemplated in the Closed Corporation Act or a Verification Agency accredited by SANAS or a Registered Auditor. Registered auditors do not need to meet the prerequisite for IRBA's approval for the purpose of conducting verification and issuing EME's with B-BBEE Status Level Certificates.
- c. Bidders other than EME's must submit their original and valid B-BBEE status level verification certificate or a certified copy thereof, substantiating their B-BBEE rating issued by a Registered Auditor approved by IRBA or a Verification Agency accredited by SANAS.
- d. trust, consortium or joint venture, will qualify for points for their B-BBEE status level as a legal entity, provided that the entity submits its B-BBEE status level certificate.
- e. A trust, consortium or joint venture will qualify for points for its B-BBEE status level as an unincorporated entity, provided that the entity submits its consolidated B-BBEE scorecard as if they were a group structure and that such a consolidated B-BBEE scorecard is prepared for every separate bid.
- f. Tertiary institutions and public entities will be required to submit their B-BBEE status level certificates in terms of the specialized scorecard contained in the B-BBEE Codes of Good Practice.

A person will not be awarded points for B-BBEE status level if it is indicated in the bid documents that such a bidder intends sub-contracting more than 25% of the value of the
contract to any other enterprise that does not qualify for at least the points that such a hidden
qualifies for, unless the intended sub-contractor is an EME that has the capability and ability to execute the sub-contract.

h. A person awarded a contract may not sub-contract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the person concerned, unless the contract is sub-contracted to an EME that has the capability and ability to execute the sub-contract.

2.	RID	DECL	ADA	TION
Am s	טוט		MINH	

a. 1	Bidders who the following:	claim	points	in	respect	of	B-BBEE	Status	Level	of	Contribution	must	complete
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3	B-BBEE STATUS LEVEL OF CONTRIBUTION CLAIMED IN TERMS OF PARAGRAPHS 2.1.

a. B-BBEE Status Level of Contribution: ____ = ___ (maximum of 10 or 20 points).

(Points claimed in respect of paragraph 3.1 must be in paragraph.

(Points claimed in respect of paragraph 3.1 must be in accordance with the table reflected in paragraph 5.1 and must be substantiated by means of a B-BBEE certificate issued by a Verification Agency accredited by SANAS or a Registered Auditor approved by IRBA or an Accounting Officer as contemplated in the CCA).

4	DECLARATION V	VITH REGARD TO	COMPANY/FIDM
		HILL VEGARD IO	L.UNIPANY/FI

a.	Name of company/firm :	
b.	VAT registration number :	
c.	Company registration number	

d. TYPE OF COMPANY/ FIRM

Partnership/Joint Venture / Consortium

One person business/sole propriety

Close corporation

Company

(Pty) Limited (TICK APPLICABLE BOX)

e.	DESCRIBE PRINCIPAL BUSINESS ACTIVITIES
_	

f. COMPANY CLASSIFICATION

Manufacturer

Supplier

Other service providers, e.g. transporter, etc. (TICK APPLICABLE BOX)

g.	TOTAL NUMBER	OF YEARS	THE COMPANY HAS BEERN I BUSINESS?	
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- **h.** I/we, the undersigned, who is/are duly authorized to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contribution indicated in paragraph 7 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I/we acknowledge that:
 - (i) The information furnished is true and correct;
 - (ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form.
 - (iii) In the event of a contract being awarded as a result of points claimed as shown in paragraph 7, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
 - (iv) If the B-BBEE status level of contribution has been claimed or obtained on a fraudulent basis or any of the purchaser, being the Umzimvubu Municipality, may, in addition to any other remedy it may have -
 - (a) disqualify the person from the bidding process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) restrict the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, from obtaining business from any organ of state for a period not exceeding 10 years, after the audi alteram partem (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution.

ITNESSES:	
	SIGNATURE(S) OF BIDDER
ATE:/20	
DDRESS:	

PREPARED BY : L DINA DATE : 21/01/19

AUTHORIZED BY : S NTINZI DATE : 21/01/19