



HARRY GWALA DISTRICT MUNICIPALITY

“Together We Deliver and Grow”

OFFICE OF THE MUNICIPAL MANAGER

40 Main Street, Private Bag X501, IXOPO 3276

Tel: (039) 834 8707 Fax: (039) 834 1701

Email: kunenes@harrygwalam.gov.za

ADVERTISEMENT

BID NOTICE

Bids are hereby invited from qualified and experienced Bidders for the following projects within the Harry Gwala District municipality.

PROJECT NAME	TENDER NUMBER	CLOSING DATE
ADVERTISING AGENT FOR A PERIOD OF 24 MONTHS.	Contract No. HGDM 837/HGDM/2024	04 June 2024 @ 12h00
SUPPLY DELIVERY AND ASSEMBLING OF OFFICE FURNITURE AND EQUIPMENT.	Contract No. HGDM 838/HGDM/2024	16 May 2024 @ 12h00

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

- Central Supplier database registration.
- Utility bill: municipal statement/lease agreement/affidavit confirming non-payment of municipal services.
- JV Agreement (if applicable).
- A signed MBD4 form must be submitted with all bids (available on our website or at reception).

The following will apply in all the above bids:

- Valid tax certificate or SARS pin.
- Price(s) quoted must be firm and must be inclusive of VAT.
- A firm delivery period must be indicated.
- All tenders must be valid for 90 days after the tender closing date.
- Specific goals will apply to claim preferential points.
- 80/20 Preference point system will be used in Evaluation. Functionality will be calculated first.
- 20 Points will be allocated for specific goals.
- All tenders above R10 million must have audited annual financial statements.

SPECIFIC GOALS

1. Ownership	Verification Method	Weighting
<ul style="list-style-type: none">Promotion of south African owned enterprises more than 50%	ID Copies of directors, Company registration, CSD and shareholder certificates.	5
<ul style="list-style-type: none">Promotion of black owned enterprises more than 50 %	ID Copies of directors, Company registration, CSD and shareholder certificates.	5
<ul style="list-style-type: none">Promotion of woman owned enterprises more than 50 %	ID Copies of directors, Company registration, CSD and shareholder certificates.	5
<ul style="list-style-type: none">Promotion of youth owned enterprises more than 50%	ID Copies of directors, Company registration, CSD and shareholder certificates.	5

COLLECTION OF BID DOCUMENTS

Bid documents may be collected from the **08 May 2024** between **09h00 to 16h00** at Harry Gwala District Municipality Offices, Finance Services Department, situated at Ixopo 40 Main Street, Ixopo 3276. Tender documents for **ADVERTISING AGENT SERVICES** will be issued upon payment of a non-refundable cash fee of **R 500 .00 each**. Tender documents for the **SUPPLY, DELIVERY AND ASSMBLING OF OFFCIE FURNITURE** will be issued upon payment of a non-refundable cash fee of **R300.00 each**. Tender documents can be downloaded on municipal website: www.harrygwalam.gov.za.

CLOSING DATE

The closing date for the bids is as per the table above. Bids must be enclosed in **SEALED ENVELOPES** and clearly labelled with the contract number and project name on the outside of the envelopes addressed to **The Municipal Manager**.

Bids must be deposited in the Bid Box at the reception area of Harry Gwala District Municipal, 40 Main Street, IXOPO before the closing date and time. Telegraphic, telexed or faxed bids will not be considered and late bids will not be accepted.

Harry Gwala District 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.

BID ENQUIRIES

All bid enquiries and other matters shall be directed to: Senior Officer Administration: Corporate Services Department: Ms. F. Pamla during working hours on Tel.:039-834 8700.

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Mr. G.M Sineke
Municipal Manager