

Hessequa Municipality

## INVITATION TO TENDER

**CLOSING DATE: 03 MARCH 2017**

**CLOSING TIME: 12:00 (GMT +2)**

### **HES-CORP INF 07/1617: SUPPLY AND INSTALLATION OF CO<sub>2</sub> FIRE SUPPRESSION SYSTEM FOR THE ARCHIVE OFFICE, RIVERSDALE**

Tenders are hereby invited from registered service providers for the supply and installation of CO<sub>2</sub> fire suppression system for the archive office, Riversdale.

Tenders must be submitted on the original documents and remain valid for ninety (90) days after the closing date of the tender. Enquiries about the specifications of the tender may be addressed to Mr. Koos Smit telephone (028) 713 8000 or by e-mail to [koos@hessequa.gov.za](mailto:koos@hessequa.gov.za). Enquiries about the completion of the document can be addressed to Ms. Leanne Windvogel at telephone (028) 713 8087 or by e-mail to [leanne@hessequa.gov.za](mailto:leanne@hessequa.gov.za).

A set of tender documents can be obtained from Ms. Leanne Windvogel whom may be contacted at telephone (028) 713 8087 or e-mail [leanne@hessequa.gov.za](mailto:leanne@hessequa.gov.za). The tender document is also available in electronic format and may be e-mailed to interested service providers.

Tender documents are available during office hours on Monday to Thursday from 07:45 – 16:30, on Wednesday from 08:00 – 16:30 and Friday 07:45 – 15:30 at the Supply Chain Management Offices in Riversdale. The fully completed original tender document, in each individually sealed envelope, must be deposited in the **tender box on the ground floor at the Hessequa Municipality – Post Office Building, 19 Main Road, Riversdale by not later than 12:00 (GMT+2) on Friday, 03 MARCH 2017**. The envelope must be endorsed clearly on the outside with the number, title and closing date of the tender as above.

The tender box will be emptied just after 12:00 on the closing date after which all bids will be opened in public. Late bids or bids submitted by e-mail or fax will under no circumstances be accepted.

Tenders will be evaluated and adjudicated in terms of the Preferential Procurement Policy Framework Act (Act 5 of 2000), The Preferential Procurement Regulations, 2011 and the Hessequa Municipality's Supply Chain Management Policy, for which 80 points will be allocated in respect of price and 20 points in respect of B-BBEE contribution.

The Municipality reserves the right to withdraw any invitation for tenders and/or to re advertise or to reject any tender or to accept a part of it. The Municipality does not bind itself to accepting the lowest bid or award a contract to the bidder scoring the highest number of points.

It is expected of all prospective service providers who are not yet registered on the Municipality's Accredited Supplier Database to register without delay on the prescribed form.

**A compulsory clarification meeting will be held at 10:00 on Tuesday, 21 February 2017 at Hessequa Municipality Building – Archive Office, Van Der Berg Street in Riversdale.** For any further information contact Mr Koos Smit at (028) 713 8000 office hours. All enquiries regarding the tender documents may be addressed to Ms Leanne Windvogel at (028) 713 8087.

**Important note: a valid original tax clearance certificate, B-BBEE certificate and certified copies of directors and owners identities must be submitted with the documentation.**

**M GRIESEL  
ACTING - MUNICIPAL MANAGER**

Hessequa Munisipaliteit

## UITNODIGING OM TENDER

**SLUITINGSDATUM: 03 MAART 2017**

**SLUITINGSTYD: 12:00 (GMT +2)**

### **HES-CORP INF 07/1617: VERSKAFFING EN INSTALLERING VAN CO<sub>2</sub> BRAND ONDERDRUKKINGSTELSEL VIR DIE ARGIEF KANTOOR, RIVERSDAL**

Hessequa Munisipaliteit versoek hiermee tenders vanaf geregistreerde belangstellende diensverskaffers vir die verskaffing en installering van CO<sub>2</sub> brand onderdrukkingstelsel vir die argief kantoor, Riversdal .

Tenders moet ingedien word op die oorspronklike tender dokument en die aanbod moet geldig wees vir negentig (90) dae na die sluitingsdatum van die tender. Navrae aangaande die spesifikasies kan gerig word aan Mr. Koos Smit telefoon (028) 713 8000 of e-pos: [koos@hessequa.gov.za](mailto:koos@hessequa.gov.za). Navrae aangaande die voltooiing van die tender dokument kan gerig word aan Mej. Leanne Windvogel by telefoon (028) 713 8087 of e-pos: [leanne@hessequa.gov.za](mailto:leanne@hessequa.gov.za).

Tender dokumente sal by die Voorsienings Kanaal Eenheid te Riversdal beskikbaar wees by Mej. Leanne Windvogel by (028) 713 8087 of per e-pos aan [leanne@hessequa.gov.za](mailto:leanne@hessequa.gov.za) gedurende kantoorure op Maandae tot Donderdae vanaf 07:45 tot 16:30, op Woensdae vanaf 08:00 tot 16:30, en op Vrydae vanaf 07:45 tot 15:30.

Volledig voltooide tender dokumente moet in 'n verseëelde koevert in die tenderkas geplaas word op die **Grondvloer by die Munisipaliteit – Poskantoor Gebou, Hoofstraat 19, RIVERSDAL**, teen nie later nie as **12:00 (GMT +2) op Vrydag, 03 MAART 2017**. Die koevert moet duidelik gemerk word met die nommer, titel en sluitingsdatum van die tender soos hierbo.

Die tenderkas word net ná 12:00 op die sluitingsdatum leeggemaak, waarna alle tender dokumente in die openbaar oopgemaak sal word. Laat tenders of tenders wat per e-pos of faks ingedien word, sal onder geen omstandighede aanvaar word nie.

Tenders sal geëvalueer en beoordeel word ingevolge die Voorkeurverkrygingsbeleid Raamwerk Wet (Wet 5 van 2000), die Voorkeurverkrygingsbeleid, 2011 en die Hessequa Munisipaliteit se Voorkeurverkrygingsbeleid waarvoor 80 punte ten opsigte van prys en 20 punte toegeken word ten opsigte van die B-BSEB bydrae.

Die Munisipaliteit behou die reg voor om enige uitnodiging om tender terug te trek, of om 'n tender net gedeeltelik te aanvaar. Die Munisipaliteit is nie gebonde tot die aanvaarding van die laagste tender of toekenning aan die tenderaar wat die meeste punte behaal het nie.

Dit sal van alle voornemende diensverskaffers wat nog nie op die Munisipaliteit se Databasis vir Geakkrediteerde Verskaffers geregistreer is nie verwag word om sonder versuim op die voorgeskrewe vorm aansoek te doen vir registrasie.

**'n Verpligte inligtingsvergadering sal gehou word om 10:00 op Dinsdag, 21 Februarie 2017 by Hessequa Munisipaliteit – Argief Kantoor, Van Den Bergstraat in Riversdal.** Vir enige verdere inligting kontak Mnr. Koos Smit by (028) 713 8000 (kantoorure). Alle navrae oor die tender dokumente kan gerig word aan Mej Leanne Windvogel by (028) 713 8087.

**Belangrike kennisgewing: 'n Oorspronklike belasting uitklaringsertifikaat, B-BSEB sertifikaat en gesertifiseerde afskrifte van direkteure en eienaars se identiteitsdokumente moet ingesluit wees by die dokumentasie.**

**M GRIESEL**

**WAARNEMENDE - MUNISIPALE BESTUURDER**