

Hessequa Municipality

INVITATION TO TENDER

CLOSING DATE: 08 SEPTEMBER 2017

CLOSING TIME: 12:00 (GMT +2)

HES-PLAN 01/1718: ALIENATION OF A PORTION OF ERF 657, STILL BAY-WEST FOR THE DEVELOPMENT OF A RETIREMENT VILLAGE

Tenders are hereby invited by Hessequa Municipality for the alienation of a portion of erf 657, Still Bay-West for the development of a retirement village.

Tenders must be submitted on the original documents and remain valid for ninety (90) days after the closing date of the tender. Enquiries pertaining to the specifications can be addressed to Mr. Hendrik Visser at telephone (028) 713 8018 or by e-mail to hendrik@hessequa.gov.za. Enquiries pertaining to 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.

A set of tender documents can be obtained at a non-refundable price of R200 per set from Ms Leanne Windvogel whom may be contacted at telephone (028) 713 8087 or e-mail leanne@hessequa.gov.za. Payments must be made by cash or bank deposit payable to the Hessequa Municipality. Bank account details are: Account Holder: Hessequa Municipality, Bank: First National Bank, Account number: 5357 1024 174, Branch: Riverdale, Branch code: 200313, reference number: **HES-PLAN 01/1718**. 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 documents must be placed in a sealed envelope placed 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, 08 SEPTEMBER 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.

A two-envelope system will be followed for this bid, i.e. the Functional Proposal must be submitted in a separate sealed envelope and the Financial Proposal must be submitted in another separated sealed envelope clearly marked as such. Bids not clearly marked will not be opened and will therefore not be considered for evaluation. Financial Proposals will only be opened after the completion of the evaluation of the Functional Proposals and only for those Proposals that achieved the minimum qualifying score for the Functional Proposal.

Bids will be pre-evaluated on the following criteria and bids that score less than 75 out of 100 points will be considered as non-responsive. Pre-evaluation criteria and weight:

1. Compliance with regards to item 2.1.1 of the specifications of the tender carrying a weight of 30 points
2. Quality and detail of items 2.1.2 and 2.1.3 carrying a weight of 40 points
3. Experience of bidder in operating a business like that proposed carrying a maximum weight of 10 points
4. Confirmation of financial status carrying a maximum weight of 10 points
5. Quality of business plan carrying a weight of 10 points

The preference point systems prescribed in the PPPFA and the Preferential Regulations 2017 are not applicable to the sale and letting of assets, therefore the tender will be awarded to the bidder with the highest price.

A compulsory clarification meeting will take place at **11:00** on **23 AUGUST 2017** at **HESSEQUA MUNICIPALITY, STILL BAY**. For further information contact Mr Hendrik Visser on 028 713 8000. All enquiries regarding the tender documents may be addressed to Ms L. Windvogel at (028) 713 8087.

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 CSD to register without delay on the prescribed form. The Municipality reserves the right not to award tenders to prospective suppliers who are not registered on the CSD.

**J JACOBS
MUNICIPAL MANAGER**

UITNODIGING OM TENDER

SLUITINGSDATUM: 08 SEPTEMBER 2017

SLUITINGSTYD: 12:00 (GMT +2)

HES-PLAN 01/1718: VERVREEMDING VAN 'N GEDEELTE VAN ERF 657, STILBAAI-WES VIR DIE ONTWIKKELING VAN 'N AFTREE-OORD

Hessequa Munisipaliteit versoek hiermee tenders vanaf voornemende belangstellendes vir die vervreemding van 'n gedeelte van erf 657, Stilbaai-Wes vir die ontwikkeling van 'n aftree-oord.

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 Mnr. H. Visser by telefoon (028) 713 8018 of e-pos: hendrik@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.

Tender dokumente is beskikbaar teen 'n nie-verhaalbare koste van R200.00 by Mej Leanne Windvogel by (028) 713 8087 of per e-pos aan leanne@hessequa.gov.za. Betalings kan gemaak word per bank oordrag of kontant betaalbaar in die bank rekening van Hessequa Munisipaliteit waarvan die besonderhede soos volg is: Rekeninghouer: Hessequa Munisipaliteit Bank: Eerste Nasionale Bank Rekening Nommer: 53571024174 Tak: Riversdale Takkode: 200313 Verwysingsnommer: **HES-PLAN 01/1718**. Tender dokumente is beskikbaar in elektroniese formaat en kan aan voornemende diensverskaffers er e-pos gestuur word.

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, 08 SEPTEMBER 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.

'n Twee-koevert stelsel sal gevolg word vir hierdie tender, d.w.s. die Funksionele Voorstel moet ingedien word in 'n aparte geseëelde koevert en die Finansiële Voorstel moet ingedien word in 'n ander aparte geseëelde koevert. Koeverte moet duidelik gemerk word. Tenders wat nie duidelik gemerk is, sal nie oopgemaak word nie en sal nie oorweeg word vir evaluasie nie. Finansiële Voorstelle sal eers oopgemaak word nadat die evaluering voltooi is van die Funksionele Voorstelle, wat dié minimum telling behaal het.

Tenders sal vooraf ge-evalueer word volgens die onderstaande kriteria. Tenders wat minder as 75 uit 100 punte kry, sal as nie-reagerende tenders geklassifiseer word. Vooraf evaluerings kriteria en gewig:

1. Voldoen aan vereistes t.o.v. item 2.1.1 van die spesifikasies van die tender dra 'n gewig van 30 punte
2. Kwaliteit en besonderhede t.o.v. items 2.1.2 en 2.1.3 dra 'n gewig van 40 punte
3. Ondervinding van tenderaar in besigheids bestuur dra 'n voorgestelde maksimum gewig van 10 punte
4. Verkryging van finansiële status dra 'n maksimum gewig van 10 punte
5. Kwaliteit van die besigheidsplan dra 'n gewig van 10 punte

Die preferentel punte stelsels beskryf in die PPPFA en die Preferental Regulasies 2017 is nie van toepassing tot die verkoop en verhuring van bates en sal die tender toegeken word aan die tenderaar met die hoogste prys.

'n Verpligte inligtingsvergadering sal gehou word om 11:00 op WOENSDAG, 23 AUGUSTUS 2017 by Hessequa Munisipaliteit, Stilbaai. Vir enige verdere inligting kontak Mnr Hendrik Visser by (028) 713 8000). Alle navrae oor die tender dokumente kan gerig word aan Mej Leanne Windvogel by (028) 713 8087.

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 voornemende diens verskaffers wat nog nie op die CSD geregistreer is nie verwag word om sonder versuim op die voorgeskrewe vorm aansoek te doen vir registrasie. Die Munisipaliteit behou die reg voor om nie tenders te aanvaar van voornemende diensverskaffers wat nie op die CSD geregistreer is.

**J JACOBS
MUNISIPALE BESTUURDER**