

# HESSEQUA MUNICIPALITY

## HES-CORP INF 03/1718

### MAINTENANCE OF ELEVATOR AT RIVERSDALE CIVIC CENTRE

#### T1.1 : TENDER NOTICE AND INVITATION TO TENDER

Tenders are hereby invited for the maintenance of elevator at Riversdale Civic Centre.

It is estimated that **Tenderers** should have a CIDB contractor grading designation of **1SI**.

Tender documents will be made available at the Supply Chain Management Unit by Ms L. Windvogel, during office hours on Mondays to Thursdays from 07:45 to 16:30, on Wednesdays from 08:00 to 16:30, and on Fridays from 07:45 to 15:30. Enquiries about the specifications of the tender may be addressed to Mr. Albert Kleynhans at telephone (028) 713 8000 or by e-mail to [albert@hessequa.gov.za](mailto:albert@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 at a **non-refundable** price of R200.00 per set from Ms L. Windvogel, Hessequa Municipality, Post Office Building, 19 Main Road, Riversdale, whom may be contacted at telephone (028) 713 8087 or e-mail [leanne@hessequa.gov.za](mailto:leanne@hessequa.gov.za). Payments must be made by a 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-CORP INF 03/1718**.

Tenders will be evaluated and adjudicated in terms of the Preferential Procurement Policy Framework Act (Act 5 of 2000), The Preferential Procurement Regulations, 2017 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.

Sealed tenders, appropriately marked with the contract number, must be placed in the tender box at the offices of **Hessequa Municipality, Post Office Building, 19 Main Road, Riversdale, before or on 12h00 on Friday, 04 MAY 2018** after which tenders will be opened.

Electronic format of tenders or faxes will not be accepted and incomplete tenders and/or tenders received late will not be considered. The Municipality reserves the right to withdraw any invitation to tender and/or re-advertise or to reject any tender or to accept a part of it. The Municipality does not bind itself to accepting the lowest tender or award a contract to the bidder scoring the highest number of points.

Preferences will be offered to tenderers who are registered on the Municipality's Accredited Suppliers Database. The Municipality reserves the right not to award tenders to prospective suppliers who are not registered on the Database.

**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.**

Tenders shall be valid for a period of 8 weeks from the tender closing date.

Tenders shall be evaluated in accordance to Method 1 of the CIDB tender evaluation methods.

The Municipal Manager  
Hessequa Municipality  
P O Box 29  
RIVERSDALE  
6670

# HESSEQUA MUNISIPALITEIT

## HES-CORP INF 03/1718

### INSTANDHOUDING VAN HYSBAK BY RIVERSDAL BURGERSENTRUM

#### T1.1 : TENDERKENNISGEWING EN UITNODIGING OM TE TENDER

Tenders word hiermee ingewag vir die instandhouding van hysbak by Riversdal Burgersentrum.

Dit word beraam dat tenderaars 'n CIDB kontrakteur gradering van **1SI** moet hê.

Tender dokumente sal by die Voorsienings kanaal Eenheid beskikbaar gemaak by Mej L. Windvogel, 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. Navrae aangaande die spesifikasies kan gerig word aan Mnr. Albert Kleynhans telefoon (028) 713 8000 of e-pos: [albert@hessequa.gov.za](mailto:albert@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 is beskikbaar teen 'n nie-verhaalbare koste van R200.00 by Mej L. Windvogel by(028) 713 8087 of per e-pos aan [leanne@hessequa.gov.za](mailto: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-CORP INF 03/1718**. Tender dokumente is beskikbaar in elektroniese formaat en kan aan voornemende diensverskaffers er e-pos gestuur word.

Tenders sal geëvalueer en beoordeel word ingevolge die Voorkeurverkrygingsbeleid Raamwerk Wet (Wet 5 van 2000), die Voorkeurverkrygingsbeleid, 2017 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.

Tenders in verseëelde koeverte wat duidelik met die tender nommer op die omslag gemerk is, moet voor **12h00 op Vrydag, 04 MEI 2018** in die tender bus te **Hessequa Munisipaliteit, Poskantoor gebou, Hoofstraat 19, Riversdal**, geplaas word, waarna dit oop gemaak sal word.

Tenders wat nie in 'n behoorlik verseëelde en gemerkte koevert ingedien is en/of wat later as die neergelegde datum en tyd in die tender bus geplaas word, sal nie oopgemaak of oorweeg word nie. Faksimilee tenders en tenders in elektroniese formaat word nie aanvaar nie. Die Munisipaliteit behou die reg voor om enige uitnodiging om te tender terug te trek, of om 'n tender net gedeeltelik te aanvaar. Die klient is nie gebonde tot die aanvaarding van die laagste tender of die toekenning van die tender aan die tenderaar wat die meeste punte behaal nie.

Dit sal van voornemende diens verskaffers 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. Die Munisipaliteit behou die reg voor om nie tenders te aanvaar van voornemende diensverskaffers wat nie op die Databasis geregistreer is.

**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.**

Tenders sal geld vir 'n periode van 8 weke vanaf die tender sluitingsdatum.

Tenders sal ge-evalueer word volgens Metode 1 van die CIDB tender evaluering metodes.

Munisipale Bestuurder  
Hessequa Munisipaliteit  
Posbus 29  
RIVERSDAL  
6670