

Hessequa Municipality

INVITATION TO TENDER

CLOSING TIME: 12:00

CLOSING DATE: 26 APRIL 2019

HES-CORP 16/1819: THE REQUEST FOR DEVELOPMENT PROPOSALS FOR THE LEASING OF TAKKIESKLOOF HOLIDAY RESORT SITUATED IN TRUTERSTREET, RIVERSDALE

Tenders are hereby invited for **THE REQUEST FOR DEVELOPMENT PROPOSALS FOR THE LEASING OF TAKKIESKLOOF HOLIDAY RESORT SITUATED IN TRUTERSTREET, RIVERSDALE FOR A PERIOD OF THIRTY (30) YEARS.**

Tenders word hiermee ingewag vir **VERSOEK VAN ONTWIKKELINGSVOORSTELLE VIR DIE VERHURING VAN TAKKIESKLOOF VAKANSIE OORD GELEË IN TRUTERSTRAAT, RIVERSDALE VIR 'N PERIODE VAN DERTIG (30) JAAR.**

Tenders must be submitted on the original documents and remain valid for one hundred and eighty (180) days after the closing date of the tender. Enquiries about the specifications of the tender may be addressed to Mr. Albert Kleyhans at telephone (028) 713 8000 or by e-mail to 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.

Tenders moet ingedien word op die oorspronklike tender dokument en die aanbod moet geldig wees vir eenhonderd en tagtig (180) dae na die sluitingsdatum van die tender. Navrae aangaande die spesifikasies kan gerig word aan Mnr. Albert Kleyhans by telefoon (028) 713 8000 of e-pos: 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.

Original tender documents functionality and financial offer must be submitted in separate sealed envelopes marked ENVELOPE 1: FUNCTIONALITY and ENVELOPE 2: PROPOSAL AND FINANCIAL THEN combined into ONE envelope marked ORIGINAL. A duplicate of the original Bid Document functionality and proposal and financial offer must be submitted in a sealed separate envelopes marked ENVELOPE 1 FUNCTIONALITY and ENVELOPE 2 PROPOSAL AND FINANCIAL THEN combined into ONE envelope marked DUPLICATE. The ORIGINAL and DUPLICATE will then be sealed in one envelope clearly marked with the tender number and description on the front and the Tenderer's name, address and contact number on the back. Tenderers who fail to submit a duplicate may be disqualified. The duplicate must be a true reflection of the original Bid Document and must be certified as such.

Oorspronklike tender dokumente vir funksionaliteit en prys moet in twee afsonderlike geseelde koeverte gemerk: KOEVERT 1: FUNKSIONALITEIT en KOEVERT 2: VOORSTEL EN PRYS dan moet dit gekombineer wees in EEN koevert gemerk: OORSPRONKLIK. „n Afskrif van die oorspronklike tender dokumente moet in „n verseelde tweede KOEVERT 2 ingedien en gemerk word: FUNKSIONALITEIT EN VOORSTEL EN PRYS en ook in een koevert ingedien word wat gemerk is“ DUPLIKAAT. Die OORSPRONKLIKE en DUPLIKAAT sal dan in EEN KOEVERT verseel word wat duidelik gemerk is met die tender nommer en beskrywing op die voorkant tesame met die tenderaar se naam, adres en kontakbesonderhede. Tenderaars wat nie „n afskrif/ duplikaat indien nie, mag as nie-reagerend beskou word. Die afskrif/ duplikaat met „n werklike weergawe wees van die oorspronklike dokument soos ingedien.

Functionality criteria will be assessed and scored as prescribed by PPPFA Regulation 5 and a minimum threshold of 70 points out of 100 points applies. A tender that fails to meet the minimum functionality threshold will be regarded as an unacceptable tender.

Funksionaliteit kriteria sal ge-evalueer en toegeken word soos voorgeskryf deur PPPFA Regulasie 5. Die minimum van 70 punte uit 'n 100 punte sal van toepassing wees. 'n Tender wat nie die voorgeskrewe minimum punte bereik nie, sal beskou word as 'n nie-aanvaarbare tender.

A set of tender documents can be obtained at a non-refundable price of R200.00 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-CORP 16/1819** The tender

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

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.

Questions regarding the tender may be send to leanne@hessequa.gov.za until 10 days before closing time of tender. Answers will be formulated and distributed to each tenderer who purchased a tender document or who attended the compulsory clarification meeting (if applicable).

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, 26 APRIL 2019.** 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.

It is expected of all prospective service providers who are not yet registered on the CSD to register without delay. The Municipality reserves the right not to award tenders to prospective suppliers who are not registered on the CSD.

A compulsory clarification meeting will be held on WEDNESDAY, 03 APRIL 2019 at 10:00 and will be held at Hessequa Municipality, Committee Room – Civic Centre, Riversdale where after a site meeting at the Takkieskloof Holiday resort will take place from 11:00. For further information contact Mr Albert Kleynhans 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.

**J JACOBS
MUNICIPAL MANAGER**

Verwysingsnommer: **HES-CORP 16/1819.** Tender dokumente is beskikbaar in elektroniese formaat en kan aan voornemende diensverskaffers er e-pos gestuur word.

Tender dokumente is beskikbaar 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 met betrekking tot die tender kan gestuur word na leanne@hessequa.gov.za tot 10 dae voor die sluitingsdatum van die tender. Antwoorde sal geformuleer en versprei word na elke tenderaar wat 'n tender dokument of verpligte uitklaringsvergadering (indien van toepassing) bygewoon het.

Volledig voltooide tender dokumente moet in 'n verseëlde 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, 26 APRIL 2019.** 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.

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.

'n Verpligte inligtingsvergadering sal gehou word op WOENSDAG, 03 APRIL 2019 om 10:00 by Hessequa Munisipaliteit, Komitee kamer – Burgersentrum, Riversdal waarna 'n terrein vergadering sal plaasvind om 11:00 by Takkieskloof Vakansie-Oord. Vir enige navrae kontak Mnr Albert Kleynhans by 028 713 8000. Navrae i.v.m. die voltooiing van die dokument kan gerig word aan Mej L. 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.

**J JACOBS
MUNISIPALE BESTUURDER**