



eDumbe Local Municipality

INVITATION TO BID

REQUEST FOR PROPOSALS

eDumbe Municipality hereby invites experienced and suitably qualified Consultant to be appointed to the following contracts.

Contract Number	Contract Description	Duration	Briefing
EDUMPRO11/2018/19	Municipal Assets Insurance Services	3 years	None
EDUMPRO12/2018/19	Travel Agent Consultant	3 years	None
EDUMPRO13/2018/19	Panel of Events Coordinators	3 years	None
EDUMPRO14/2018/19	Panel of Suppliers: Stationery	3 years	None
EDUMPRO15/2018/19	Panel of Suppliers: Cleaning Material	3 years	None
EDUMPRO16/2018/19	Panel of Suppliers: Protective Clothing	3 years	None
EDUMPRO17/2018/19	Panel of LG Seta Accredited Training Service Providers	3 years	None

Terms of Reference

Terms of Reference will be uploaded on website www.edumbe.gov.za ; may also be downloaded on eTender Portal or Requested through email from: buthleleziw@edumbe.gov.za

Technical and Financial Proposal

Clear and well presented Technical proposal is expected. Financial Schedule/proposal should be clear and well indexed to be easily identified and understood. It must be supported by relevant appointment letters, Reference letters on your performance in awarded contracts and other compliance returnable's. Your financial proposal will constitute a bid and therefore will be evaluated as your financial Offer. Acceptance of your proposal to a contract will be done after evaluation this proposal in terms of PPPFA Regulations, 2017

Returnable's :

Your Technical proposals must be supported by: Central Suppliers Database Registration Summary Report, Tax Clearance Certificate, Company Registration Certificate, Copies of certified Company Directors' IDs, Proof of Business Physical Address, Statement of Municipal Rates, MBD 4, 6.1, 8, 9 Declaration forms.

Evaluation

Proposals will be evaluated and adjudicated in terms of PPPFA Regulations, 2017. Two-stages evaluation approach will be used. First stage evaluation is on functionality criteria to be supplied with Terms of Reference and will be applied to Technical Proposal. Only bidders who score the required minimum threshold on functionality criteria will qualify for stage two evaluations. The second stage evaluation is 80/20 Preference Point System which will be evaluating Financial Proposals.

TENDER CLOSING DATE: 27 SEPTEMBER 2018

CLOSING TIME: 12H00

**Municipal Manager
eDumbe Local Municipality**