



MHLONTLO MUNICIPALITY


POSTAL ADDRESS P.O. Box 31 Qumbu 5180




PHYSICAL ADDRESS 96 Lungile General Mabindla Street Qumbu 5180

T1.1 : TENDER NOTIFICATION

PROJECT NAME	CONTRACT NUMBER	ADVERT DATE	CLOSING DATE
SUPPLY AND DELIVERY OF TOURISM MARKET MATERIAL	TMM/LED/2018/2019	14/11/2018	04/12/2018 12:00PM

Mhlontlo Local Municipality is requesting quotations from suitable qualified service providers to supply and delivery of Tourism Market Material in Mhlontlo Local municipality. Tender documents with the required specification is available at www.etender.gov.za and www.mhlontlolm.gov.za

SPECIFICATION FOR TRADE & INVESTMENT PROMOTION MARKETING MATERIAL

TRADE & INVESTMENT PROMOTION MARKETING MATERIAL

QUANTITY	ITEM	DESCRIPTION	
01X	Deluxe Wall Banner	<ul style="list-style-type: none"> Standard 3M X 2.25M (Not Optional) Collapsible frame with hooks at the back Full colour digitally printed poly twill print supplied in a carry bag Artwork (Must be done in consultation with LED Department) 	Branded with Mhlontlo Trade & Investment name and Mhlontlo LM Logo

02X	Pull Up Banner	<ul style="list-style-type: none"> • 2100 X 850 mm print (on durable lay-flat PVC) attached to a spring loaded roll up mechanism • Deluxe pull up banner base • Artwork (done in consultation with the LED Department) • Proposals submitted with sample graphics 	Branded with Mhlontlo Trade & Investment Promotion & Mhlontlo logo
04X	Shark fin Banners	4 Mx 0.70 m	
01X	Branded Gazebo	<ul style="list-style-type: none"> • 3M X 2M • Must have removable sides • Two windows at the sides with one door 	Branded with TIM Logo & Mhlontlo LM logo
250X	Branded Pens	BIC Clutching Ballpoint pens	Branded with Mhlontlo Trade & Investment Promotion
250X	Square Scatter Cushions	Branded scatter cushion with removable/washable zip/buttoned covers	Branded with Mhlontlo Trade & Investment Promotion
200X	Umbrellas	Large foldable	Branded with Mhlontlo Trade & Investment Logo
10X	Camp Chairs	Foldable 150- 250 kg weight capacity jumbo camp chairs	Branded with Mhlontlo Trade & Investment/ Mhlontlo LM Logo
02X	Plastic Tables	Foldable Plastic tables- 4 legged	Branded with TIM LOGO
02X	Table Cloth	Waterproof Table Cloth	Branded with TIM LOGO
150X	Brochure	A5 glossy	Artwork & specification to be done in consultation with Sisa Mpehle/ Nwabisa Mgweto
01X	Deluxe Wall Banner	<ul style="list-style-type: none"> • Standard 3M X 2.25M (Not Optional) • Collapsible frame with hooks at the back • Full colour digitally printed poly twill print supplied in a carry bag <p>Artwork (Must be done in consultation with Tourism unit)</p>	Branded: Mhlontlo Tourism Promotion Artwork to be done in consultation with the Tourism unit
02X	Pull up banners	<ul style="list-style-type: none"> • 2100 X 850 mm print (on durable lay-flat PVC) attached to a spring loaded roll up mechanism • Deluxe pull up banner base • Artwork (done in consultation with the LED Department) 	Artwork to be done in consultation with the Tourism unit

		Proposals submitted with sample graphics	
02X	Shark fin banners	<ul style="list-style-type: none"> • 4 Mx 0.70 m • Foldable 	Branded: Mhlontlo Tourism Promotion Artwork to be done in consultation with the Tourism unit
200X	Tourism Brochure	<ul style="list-style-type: none"> • Brochure to showcase all tourism attraction site around Mhlontlo • A5 Glossy and full colour 	Contact Tourism unit for more details
<p>CONTACT PERSON: -</p> <p><u>Trade and Invest Mhlontlo</u> Ms Nwabisa Mgqweto 071 640 9897</p> <p><u>Tourism</u> Mr Slungiselele Mvambo 082 561 5578</p>			

(a) Availability of Funds.

Funds are available from Equitable Share

(b) Points Allocation

Preferential Procurement Policy Framework Act points will be awarded as follows

Price	80 points
B-BBEE	20 points
Total	100 points

(c) DURATION FOR CLOSING DATE AND TIME

Closing date will be 04/12/2018 at 12:00 PM in Qumbu foyer.

(d) SUPPORTING DOCUMENTS NEEDED.

1. CSD not later than one month/CSD Number
2. Tenderers are required to submit the Company Profile with contactable references.
3. Tenderers must submit certified copy for B-BBEE certificate to be considered for equity points and must be **SANAS approved/SWORN affidavit**
4. Proof of Municipal rates, not later than one month.
5. SARS Tax compliance status pin.
6. All MBD Forms from 1 TO 9

Failure to supply all supplementary information may result in the tender being deemed an incomplete tender and may not be considered forward.

(e) CONDITIONS OF THE TENDER

- Mhlontlo Local Municipality Supply Chain Policy Management will apply.
- The Council is not bound to accept the lowest or any tender and or part thereof and the Council reserves the right to accept any tender in whole or in part.
- All electronic, telegraphic, telefax, e-mail and late tenders will not be considered and tenders not deposited in the tender box as prescribe in this notice will not be considered as well.
- Mhlontlo local Municipality does not bind itself to accept the lowest proposal.

(f) METHOD OF PROCUREMENT

It should be competitive bidding because of estimated budgeted amount.

(g) Evaluation Criteria

Received Responsive bids will be evaluated based on the following:

- Stage 1- Functionality
- Stage 2- Price and preferential points

The 80/20 preference system will be used as per SCM policy, where 80 points will be for price and 20 for BBBEE.

(h) FUNCTIONALITY ASSESSMENT:

CRITERIA	WEIGHT	MAXIMUM POSSIBLE SCORES
Ability to deliver <ul style="list-style-type: none">• Own transport/Availability of transport please attached proof of motor vehicles ownership• Leasing of Transport• No Transport	30 20 0	30
Source of funds/confirmation of funds <ul style="list-style-type: none">• Proof of Funds• Agreement with the supplier• No Proof	30 20 0	30
Methodology <ul style="list-style-type: none">• Delivery Plan(Samples and number of days to deliver• Project Manager• Personnel	20 10 10	40
Total	70	100

NOTE: Only bidders who scored 70% and more on stage 1 to be evaluated further on price evaluation.

Failure to supply all supplementary information may result in the tender being deemed an incomplete tender and may not be considered forward

Bids submitted are to hold good for a period of 90 days and Must be deposited in the tender Box at the Mhlontlo Local Municipality 96 church Street Qumbu 5180, by no later than the closing date 04/12/2018 at 12:00PM. Faxed or electronic submission of documents will not be accepted.

Mhlontlo Local Municipality reserves the right to withdraw any invitation to tender 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 tender or any tender

4. ENQUIRES

Any SCM queries for further information relating to this advert must be directed to Mr. T Mbono at 047 553 7000.


MR S.G SOTSHONGAYE
MUNICIPAL MANAGER

13/11/2018