

# SIYANCUMA MUNICIPALITY

## RFQ 02/2022: VERIFICATION OF INDIGENTS

### REQUEST FOR QUOTATION

Quotation are hereby invited from suitably experienced Service Providers for the project stated below

DESCRIPTION	ADVERTISING DATE	CLOSING DATE AND TIME
VERIFICATION OF INDIGENTS	11 MAY 2022	WEDNESDAY 18 MAY 2022 @12H00

Detailed specification and evaluation criteria are detailed in the quotation document which is obtainable from the municipality website as from today 11 May 2022

1. Notes to Prospective Bidder: Compulsory submissions (Failure to submit any of the following will result in disqualification)

All bids submitted should remain valid for a period of 90 days after the bid closing date.

- 1.1 Any incomplete section not full sign will result your bid invalid
- 1.2 Municipal clearance certificate certifying that no municipal rates and service charges owed by the bidder and any of its directors to Siyancuma Municipality or to any municipality where the bidder's business operations are located are in arrears for more than three months. If you don't pay rates you must submit both affidavit and Proof of residence from ward Councillor, If you submit one of two required (bidder and its directors) you will be disqualified.
- 1.3 Certified copies of BBBEE certificate issued by a verification Agency accredited by SANAS or a Registered Auditor or a Sworn Affidavit, Failure to submit will result in zero points score for BBBEE status level
- 1.4 Copies of ID Documents and all submitted certificates must be certified
- 1.5 Authority to sign section must be signed and completed in full
- 1.6 The bid will be evaluated according to the preferential procurement model in the Preferential Procurement the bidder's attention is drawn to Form MBD6.1 and must be completed in full
- 1.7 Company profile with traceable references
- 1.8 All bidders should complete MBD 1, MBD 2, MBD 4, MBD 8, MBD 9, Ethics Commitment for Suppliers of Siyancuma Local Municipality and MBD 6.2

**Failure to supply all required and supplementary information will result in the quotation being deemed non-responsive; and therefore the quotation will be considered for award.**

3. Bids received after the published closing date will be considered and will not be opened

4. All prospective service providers of good and services and infrastructure procurement are to be registered on Central Supplier Database in order to business with all organs of state in the Republic of South Africa

**5. The bids will be evaluated on the basis of the Preferential Procurement Policy Framework Act (Act NO.5,2000), and the regulations pertaining thereto (2017), as well as the Siyancuma Local Municipality's Supply Chain Management Policy.80/20 preference point system will be used. The bids will be evaluated in two stages, namely:**

- **Stage 1-Functionality**
- **Stage 2-Price and BBBEE Points**
  - Price (80)**
  - BBBEE Points (20)**

2. Bids must be submitted in a sealed envelopes clearly marked " (VERIFICATION OF INDIGENT SUPPORT DATA CLEASING.)Notice No. RFQ 02/2022" must be deposited in the Bid Box located at Siyancuma Municipal Offices ,Civic Centre, Charl Cilliers street , Douglas 8730

3. Siyancuma Local Municipality does not bind itself to accept the lowest or any bid and reserves the right to accept the bid in whole or part, at the rates quoted and also Siyancuma Local Municipality may not appoint one service provider for more than one similar bids advertised and or evaluated on the same date, for the fair distribution of jobs to service providers

4. Technical enquiries should be directed to Ms M.JOB (Manager Revenue and Expenditure)at [marinda@siyancuma.co.za](mailto:marinda@siyancuma.co.za) and SCM enquiries to Mrs P.BLOEM (Manager: SCM,ASSETS AND CONTRACT MANAGEMENT)at [flippie.bloem@siyancuma.co.za](mailto:flippie.bloem@siyancuma.co.za) during office hours

**MR J.L MARWANE  
ACTING MUNICIPAL MANAGER**