

THE TENDER BULLETIN

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DEPARTMENT OF FINANCE



NORTH WEST

PROVINCIAL GOVERNMENT

REPUBLIC OF SOUTH AFRICA

PROVINCIAL SUPPLY CHAIN
MANAGEMENT OFFICE

SUPPLIER MANAGEMENT SERVICES

1. IMPORTANT INFORMATION

- For new subscriptions and enquiries please contact : Ms M.G. Mothibedi (018) 388 4227 or Ms N.E. Makhoeng (018) 388 4227/4230. For more information on bids invitations, please contact the person listed on the bid under ~~€~~Contact Personq
- Annual subscription fee for the Bulletin is R50.00
- It is the responsibility of the bidder to obtain bid documents from relevant Departments.
- Please check the required deposit for each bid.
- Bids documents should be duly completed, signed sealed in an envelope: marked bid number, closing date and time; and should be deposited in the relevant bid box not later than 11:00 am on the closing date.
- No exceptions will be made.
- Please comply with General Conditions of the Contract (GCC . Annexure A)
- No telegraphic, facsimile or e-mailed bids will be considered.
- Provincial Departments reserve the right to accept any bid in whole or in part and do not bind themselves to accept lowest or any bid offer.
- Bidders may ask the Departments in writing to explain whatever the bidder needs an explanation on.

NOTE VERY WELL

SHOULD THE TAX CLEARANCE BE NOT ATTACHED, BE NOT THE ORIGINAL COPY OR BE NOT SIGNED BY SARS ON THE CLOSING DATE OF THE INVITED BID, THE BID WILL BE DECLARED INVALID.

Producer :Mapule Mothibedi, Telephone (018) 388 4227

Chief Editor :Seipati Leshomo, Telephone (018) 388 4226

The Tender Bulletin is obtainable from :The Provincial Supply Chain Management, First Floor, Botshelo Water Building, University Drive, MMABATHO, 2735.

2. BIDDING INFORMATION

2.1. Bidding Requirements

The bidder must :-

- Be 18 years old or above.
- Be a South African Citizen.
- Have a registered business for a particular service or supply.
- Obtain an original valid Tax Clearance Certificate for the business/company from the South African Revenue Services (SARS). Certificate should not be more than 12 months old from the date of issue to the time when the bid closes.
- All Construction businesses should register their companies with the Construction Industry Development Board (CIDB . may be contacted at www.cidb.gov.za)
- Security businesses should register their companies with Private Security Industry Regulatory Authority (PSIRA may be contacted at 012 . 337 5695, Fax No. 012 . 326 6128).
- Residential Construction businesses should register their companies with NHBRC (National Housing Building Research Council)
- Physical existence of the business is a requirement.

Bidders are required to :-

- Make use of the prescribed Standard Bid Documents (SBD) forms compiled in the bid document.
- Insert prices and other required information in the appropriate spaces on the prescribed forms.
- Furnish other information if required, e.g. samples/pamphlets.
- Complete preference points claim forms (in terms of the Preferential procurement Regulations, 2001).
- Submit Company Registration Certificate (e.g, CK1) and other Business Statutory Registration documents (e.g. NHBRC, CIDB, PSIRA, etc)

General Bid Requirements :-

- Late bids are not considered. Bids are late if they are received at the address given in the bid document; after the closing date and time.
- Bids are valid for a period of 90 days.
- All bids must be quoted in South African currency and must be VAT inclusive.
- All relevant forms attached to the bid must be completed and signed in ink where applicable; by a duly authorised official.
- Original valid Tax Clearance Certificate signed and stamped by the Receiver of Revenue must be attached.
- In case of Joint Ventures; Original valid Tax Clearance Certificates of both/all companies and a signed Agreement by the parties involved.
- Copy of the company registration certificate from the Registrar of Companies (CIPRO). If it is a JV, copies of both/all companies.
- Copies of identity documents of Main Shareholders of the Company. If JV; copies of IDs of main share holders of both/all companies.

2.2. Lodging and Closing of Bids

- Bids shall be lodged not later than 11:00 on the closing date.
- Each bid should be lodged in a sealed separate envelope with the name and address of the bidder, bid number, closing date and time of such a bid.
- Bids received after the specified closing time shall be regarded as late and will not be accepted.
- After the closing time, bids are opened in public and names of bidders are read out. Only prices for bids in construction, civil, mechanical and electrical works categories may be disclosed in public.

2.3. The bidding process

3.3.1. *Why the Bidding process*

- To comply with Section 217 of the Constitution.
- To comply with the concept of Supply Chain Management.
- To enforce the application of Preferential Procurement Policy Framework Act.
- To encourage competition among suppliers.
- To procure goods and services to State Departments.

2.3.2. What to consider before bidding (Refer also to 2.1 above)

- Register your Business with Registrar of Companies.
- Register with SARS for Tax Clearance Certificate.
- Do you have the required capacity to provide goods and services to client Departments?
- Do you have the required resources?
- Do you have enough time to complete the contract taking into account your current work load?
- In case of Joint Ventures, a statement of Agreement of both parties should be available.

2.3.3. Invalidity of bids

- Failure to submit a bid document on time.
- Failure to sign a bid document.
- Failure to submit samples when requested to do so.
- Failure to attend a compulsory site inspection meeting.
- Failure to attend a compulsory briefing session.
- Usage of tippex when completing a bid document.
- Failure to complete bid prices in figures and in words.
- Submission of a faxed bid document.
- Failure to attach copy of your identity document.
- Provision of incorrect or misleading information.
- Failure to comply with the specifications.
- Failure to submit a receipt as proof of purchase of a bid document.
- Failure to complete preference point forms.
- Failure to attach your original, valid Tax Clearance Certificate.
- Failure to submit company registration certificate/s.
- Failure to submit necessary documents OR any one of the requirements stipulated in the bid document.

IMPORTANT NOTICE

*All the Departments do not bind themselves to accept any bid which is incomplete or award the lowest scoring points bidder **AND** they can award the bid as whole or in part.

*Bidders should submit original and valid **B-BBEE Status Level Verification Certificate** or original certified copies thereof to substantiate their B-BBEE rating claims. **Failure** to submit such certificate will result in the bidder **not qualifying** for preference points for B-BBEE. The bidders must submit verification certificates that are accredited by SANAS (South African National Accreditation System) IRBA (Independent Regulatory Board of Auditors)

2.4. Role of the Supplier Development Sub Directorate

- Maintenance of the Provincial Supplier Database.
- Tender Advisory Services, i.e.
 - Provision of general information on all matters related to the Government bidding process.
 - Managing the (ERS) Electronic Response System.
 - Rendering of assistance to bidders in the completion of bid documents.
 - Monitoring presentations during briefing sessions and site inspections.
 - Managing subscriptions, compilation and distribution of the Tender Bulletin.
 - Assisting Client Departments with Tender Administration Issues.
- Conducting Outreach Programmes, i.e. organising workshops and training on the Government bidding process for Rural Communities, SMMEs, Youth, Disabled and Historically Disadvantaged Businesses.

2.5. Applicable Legislative and Regulatory prescripts

The following prescripts should be adhered to by all Provincial departments and Bidders :-

- The Constitution of the Republic of South Africa, Act No. 108 of 1996.
- Preferential Procurement Policy Framework Act, Act No. 5 of 2000.
- Preferential Procurement Regulations, 2001.
- Public Finance Management Regulations: Framework for Supply Chain Management published on 05 December 2003.
- All National and Provincial Practice Notes on supply Chain Management and other sectoral legislation.

3. INVITATIONS

DEPARTMENT	BID NO AND CRITERIA	PROJECT DESCRIPTION	CONTACT PERSON	CLOSING DATE & TIME
Department of Health	<p>NWDOH /023/PS/13</p> <p>90: Price 10: Preferential points, will be allocated according to BBBEE rating</p> <hr/> <p>Functionality criteria will be as specified in bid document</p>	<p>Construction of a new Wiltevrede Clinic with staff accommodation including all related site works at Wiltevrede Village. 7GB or higher CIDB Grading is required for this project. A non-refundable deposit of R500.00 is payable for this document</p> <p style="text-align: center;"><u>COMPULSORY PRE-BID MEETING</u></p> <p>Date : 13 April 2015 Time : 10h30 Venue: Wiltevrede Village near the existing Wiltevrede Clinic (in an open space)</p> <p>*Only those who attended the compulsory pre-bid meeting be considered</p>	<p>Administration Enquiries:</p> <p>Mr D Mokutu / Ms T Matshoba at at 018 391 4489 / 4043 (Working Hours)</p> <p>Technical Enquiries:</p> <p>Mr F. Lamadi at 072 597 7713</p>	<p>28 April 2015 At 11h00</p>
Department of Health	<p>NWDOH/ 002/PS/13</p> <p>90: Price 10: Preferential points, will be allocated according to BBBEE rating</p> <hr/> <p>Functionality criteria will be as specified in detailed bid document</p>	<p>Construction of the new Mmakaunyane Clinic with staff accommodation including all related site works at Mmakaunyane Village. 7GB or higher CIDB Grading is required for this project. A non-refundable deposit of R500.00 is payable for this document</p> <p style="text-align: center;"><u>COMPULSORY PRE-BID MEETING</u></p> <p>Date : 14 April 2015 Time : 10h30 Venue: Mmakaunyane Village, near the existing Mmakaunyane Clinic (in an open space)</p> <p>*Only those who attended the compulsory pre-bid meeting will be considered</p>	<p>Administration Enquiries:</p> <p>Mr D Mocwane/ Ms T Rampa on 018 391 4092 / 4236 (Working Hours)</p> <p>Technical Enquiries:</p> <p>Mr K Phokela at 072 597 7713</p>	<p>28 April 2015 At 11h00</p>

NB: Any queries regarding Compulsory Briefing Session and Closing dates of bids **MUST** be directed to Departmental Officials on the Contact Person List **BUT NOT** Provincial Supply Chain Management Office (PSCMO)

PLEASE NOTE

Bid documents for the Department of Health (Head Office – Mafikeng)

Bid documents will be available from 08 April 2015 from the North West Department of Health, Ground Floor, New Office Park Building, 3801, Corner First Street and Sekame, Mmabatho AND will Close at the same building.

4. NOTICES TO ALL BIDDERS

- 5.1. Service provider/s who reside(s) within the boundaries of the North West Province are hereby invited to register their companies in the Provincial Supplier Database. There is no closing date.
- 5.2. Tender Bulletin subscribers are reminded to check the validity of their subscription and renew it on or before the expiry date. Note that the expiry date is twelve months after the date of first subscription.
- 5.3. Communities, Youth, SMMEs and Disabled people who wish to be workshopped or trained on the Government Bidding Process should contact Otlotleng Gaolalwe at 018 – 388 4239 OR Margaret Molale at 018 – 388 3935 / 4227.
- 5.4. Bidders who have complaints regarding bid contracts may forward their complaints to Mr Moagisi Tlalang at 018 - 388 5145 OR Erlin Peterson at 018 – 388 3924, Compliance Unit, Provincial Supply Chain Management, Private Bag X2132, MMABATHO, 2735; or First Floor Botshelo Water Building, Univeristy Drive, MMABATHO, 2735.
- 5.5. Further information and queries may be directed to The Director, Provincial Supply Chain Management, Private Bag X2132, MMABATHO, 2735; or First Floor Botshelo Water Building, Univeristy Drive, MMABATHO,2735.

5. BULLETIN

NB : Bidders are advised to read the entire Bulletin. No Official of the Provincial Supply Chain Management will be held responsible for loss of opportunity due submission of incorrect address, or delays caused by the Post Office, or non-renewal of the subscription.