

# TENDER / NOTICE



Garden Route District Municipality, the leading, enabling and inclusive district, characterised by equitable and sustainable development, high quality of life and equal opportunities for all.

## INFORMAL TENDER

|  |   |  |   |
|--|---|--|---|
| <b>TENDER NUMBER</b>   |   | IGRDM/04/20-21   |   |
| <b>TENDERS ARE HEREBY INVITED FOR:</b>   |   | SUPPLY AND DELIVERY OF OFFICE FURNITURE FOR GRDM PLETTENBERG BAY OFFICES   |   |
| <b>PERIOD</b>  | ONCE-OFF  |  |   |
| <b>ADVERTISEMENTS:</b>   | MUNICIPAL NOTICE BOARDS; MUNICIPAL WEBSITE & E-PUBLICATION  |  |   |
| <b>PUBLISHED DATE</b>  | 23 OCTOBER 2020   | <b>CLOSING DATE</b>  | 3 NOVEMBER 2020   |
| <b>CLOSING TIME</b>  | No later than <b>11:00 am</b> , tenders will be opened immediately thereafter, in public at the Garden Route District Municipality Head Office, 54 York Street, George. |  |   |
| <b>AVAILABILITY OF TENDER DOCUMENTS:</b>   |   |  |   |
| Tender documents are obtainable from <b>Mr Alex Bowie</b> during office hours (Mondays to Thursday 08:00 - 16:30 and Fridays 08:00 - 13:30)<br><b>Tel:</b> (044) 803 1352 / <b>E-mail:</b> <a href="mailto:alex@gardenroute.gov.za">alex@gardenroute.gov.za</a>  |   | Printed copies of the tender can be obtained at a non-refundable fee, payable to a cashier at Garden Route District Municipality's Supply Chain Management Unit, Ground Floor, 54 York Street, George or by downloading documents free-of-charge from the Garden Route District Municipality website at <a href="http://www.gardenroute.gov.za">www.gardenroute.gov.za</a> |   |
| <b>DATE AVAILABLE:</b>   | 3 NOVEMBER 2020   | <b>NON - REFUNDABLE FEE:</b>   | R 200.00  |
| <b>TENDER SUBMISSION RULES:</b>  |   |  |   |
| <p><b>Important notes</b></p> <ul style="list-style-type: none"> <li>Tenders are to be completed in accordance with the conditions and tender rules stipulated in the tender document.</li> <li>Tender and supporting documents must be delivered in an envelope, clearly marked " <b>IGRDM/04/20-21: SUPPLY AND DELIVERY OF OFFICE FURNITURE FOR GRDM PLETTENBERG BAY OFFICES</b> " at the Garden Route District Municipality's Head Office, 54 York Street, George</li> <li>Tenders may only be submitted on the tender document issued by the Municipality</li> <li>Requirements for sealing, addressing, delivery, opening and assessment of tenders, are stated in the tender document.</li> <li><b>A valid Tax Clearance Status Pin (TCS) and MAAA Number must be submitted with the tender document, failure to submit the required documents your bid will be disqualified.</b></li> <li>VAT must be included in all prices (VAT vendor must be registered).</li> <li><b>Late tenders, tenders per fax or e-mail will not be accepted.</b></li> <li>Tenders couriered to be delivered to the Municipality will only be accepted if received within the stipulated closing time.</li> <li>Council reserves the right to accept any bid proposal in full or part thereof.</li> <li>Council will only award tenders to service providers who are registered on the Central Supplier Database (CSD). Visit <a href="https://secure.csd.gov.za">https://secure.csd.gov.za</a> if you have not registered on CSD.</li> <li>Tenders will only be considered in accordance with the bid requirements.</li> </ul> |   |  |   |
| Tenders will be evaluated and adjudicated in terms of the Preferential Procurement Policy Framework Act (Act 5 of 2000) Regulations 2017 and the Eden District Municipality Supply Chain Management Policy, where 80 points will be allocated in respect of price and 20 points in respect of BBBEE.   |   |  |   |
| <b>BRIEFING SESSION:</b>   | NONE  | <b>PREFERENTIAL PROCUREMENT REGULATIONS, 2017 - LOCAL CONTENT REQUIREMENT</b>  | <b>DOUBLE PEDESTAL DESK WITH 5 DRAWERS – 90% MELAMINE</b><br><b>SLIDING DOOR CABINET – 100% MELAMINE</b><br><b>WALL UNIT BASE WITH 4 DOORS – 100% MELAMINE</b><br><b>WALL UNIT TOP WITH 2 GLASS DOORS – 100% MELAMINE</b><br><b>EXECUTIVE DESK WITH CONFERENCE END – 70% MELAMINE</b><br><b>CREDENZA 4 DRAWER WITH OPEN FILING – 90% MELAMINE</b><br><b>HIGH BACK CHAIR WITH CHERRY ARMS – 65% MELAMINE</b><br><b>VISITOR CHAIRS ARMCHAIR WITH CHERRY ARMS – 70% MELAMINE</b><br><b>HIGH BACK CHAIR WITH OAK ARMS – 65% MELAMINE</b><br><b>VISITOR CHAIRS ARMCHAIR WITH OAK ARMS – 70% MELAMINE</b><br><b>BOARDROOM OVAL TABLE – 85% MELAMINE</b><br><b>BOARDROOM CHAIRS WITH MAHOGANY ARMREST – 70% MELAMINE</b> |
| <b>CLARITY ON BIDDING PROCEDURES MAY BE DIRECTED TO:</b>   |   | MR ALEX BOWIE – TEL: (044) 803 1352<br>E-MAIL: <a href="mailto:ALEX@GARDENROUTE.GOV.ZA">ALEX@GARDENROUTE.GOV.ZA</a>  |   |
| <b>CLARITY ON TECHNICAL INFORMATION MAY BE DIRECTED TO:</b>  |   | MS THANDI SIBHENGILE – TEL: (044) 803 1301<br>E-MAIL: <a href="mailto:PA.MAYOR@GARDENROUTE.GOV.ZA">PA.MAYOR@GARDENROUTE.GOV.ZA</a>   |   |
| <b>AUTHORISED BY:</b>  | MUNICIPAL MANAGER: MG STRATU<br>GARDEN ROUTE DISTRICT MUNICIPALITY  |  |   |