

BUFFALO CITY MUNICIPALITY

TENDERS

Contract No. and Description	Compulsory Site Inspection
ED321 – Mdantsane Electrical Network Maintenance Project Co-ordinator.	At 10:00 on Thursday 11 October 2007 at Electrical Department, Beacon Bay Civic Centre, Sherwood Avenue Beacon Bay.

SUMMARY OF WORKS

The Mdantsane Electrical Operations and Network Maintenance Project Co-ordinator shall be appointed by Buffalo City Municipality to ensure the maintenance and operations of the Mdantsane electrical network is adequately carried out in compliance with relevant rules and regulations governing the electricity industry and in compliance with relevant Health and Safety regulations.

The main functions of the contractor is to ensure the effective and efficient day to day activities of the works and shall include :

- (i) Site establishment and maintenance thereof Engineering works.
- (ii) Drafting and supervising the implementation of maintenance plan.
- (iii) Administration reports.
- (iv) Co-ordination of all contractors that are dealing with maintenance and operations of Mdantsane Electrical Network as indicated in the Operational Structure.
- (v) Stand by

DURATION OF CONTRACT

Three years

Technical queries : Mr R. Ferrier
Tel: (043) 7059644
Fax: (043) 7483748

One set of tender documents may be obtained from the offices of Buffalo City Municipality, City Engineering and Planning Centre, 5th Floor, Oxford Street, East London upon payment of the required document fee of R1 000.00. Additional copies may be obtained at R1 000.00. These fees will not be refunded.

All tenderers are advised to attend the compulsory site inspections and will be required to sign the attendance register. Failure to attend these meetings shall result in the rejection of a tender.

Tenders must be submitted in 2 sealed envelopes clearly marked

ENVELOPE 1 : TECHNICAL PROPOSAL (No Price and must include HDI points and all relevant backup)
ENVELOPE 2 : PRICED PROPOSAL (Including Vat)

SUBMISSION OF TENDERS

Tenders must be submitted before 12:00 on Friday, 26 October 2007.

Tenders may be submitted by hand.. Postal, Telegraphic, Faxed or e-mailed tenders will not be accepted. Late, incomplete or unsigned tenders will also not be considered.

1. **By hand** : Sealed tenders endorsed on the envelope with the Tenderer's name and address and the contract description and number must be deposited in the formal tender box, Main Payments Hall, Munifin Centre, Caxton Street, East London.

It must be expressly understood that the City Council disclaims any responsibility for seeing that tenders sent by post or delivered in any other way to the Council, are lodged in the Tender Box. It is accordingly preferable for the Tenderer to personally ensure that the tender is placed in the Tender Box by the Tenderer's own staff, or where appropriate a courier appointed by the Tenderer.

OPENING OF TENDERS

Tenders will be opened in public at 14:00 on Friday, 26 October 2007, Room 212, City Administrative Centre, 29 Oxford Street, East London.

It must be expressly understood that the Municipality disclaims any responsibility for seeing that tenders delivered in any way, are lodged in the Tender Box. It is accordingly preferable for the Tenderer to personally ensure that the tender is placed in the Tender Box by the Tenderer's own staff, or where appropriate, a courier appointed by the Tenderer.

Buffalo City Municipality's Procurement Policy will apply to this Contract. The Contract will be classified as a Major Contract in terms of the Procurement Policy. Consequently, the adjudication of "Responsive" tenders will be done on a "90/10" points basis.

The summary of points allocation is as follows :

90	Points for price
4	Points for BEE
1	Point for BBBEE
2	Point for Women
1	Point for Youth
1	Point for Disabled
1	Point for Local Contractors
100	TOTAL POSSIBLE POINTS

The Municipality is not bound to accept any tender, or to furnish any reasons for the acceptance or rejection of a tender.

Canvassing of Councillors or Municipal officials shall disqualify a tender.

The Council reserves the right to extend the period for the receipt of tenders by notice published in the press.

NOTE: **The Council reserves the right to give preference taking the following into consideration:**

- (1) Electrical Contractors who use labour from the local community where the project is being conducted.**
- (2) Electrical Contractors who sub-let portions of the works to local sub-contractors identified in the tender prior to tender submissions.**
- (3) Joint venture proposals between established Electrical Contractors and previously disadvantaged emerging Electrical Contractors.**

G.G. SHARPLEY
MUNICIPAL MANAGER (4705)

DAILY DISPATCH : ONE INSERTION : 5 OCTOBER 2007

SM/evt