

**TENDER**

CONTRACT NO. AND DESCRIPTION OF CONTRACT	COMPULSORY BRIEFING SESSION VENUE
<p align="center"><b>CE: 385</b></p> <p>SUPPLY AND IMPLEMENTATION OF ORGANISATIONAL CULTURE CHANGE MANAGEMENT AND ELECTRONIC PERFORMANCE MANAGEMENT SYSTEM.</p>	<p align="center"><b>Friday 13 March 2020 at 10AM</b></p> <p>SUPPLY CHAIN MANAGEMENT UNIT TENDER BOARDROOM 80 PHILLIP FRAME ROAD CHISELHURST EAST LONDON</p> <p><i>ONLY TEN (10) MINUTES GRACE WILL BE GRANTED TO LATE COMERS FOR THE COMPULSORY BRIEFING SESSION. THEREAFTER NO FURTHER ADMITTANCE TO THE MEETING WILL BE PERMITTED.</i></p>
<p><b>Evaluation Criteria:</b> 80/20 Price = 80 BBBEE Points=20 Submit a B-BBEE Certificate (to claim preferential points)</p>	
<p><b>All Enquiries:</b> Mr Zolani Ndlela Email: ZolaniN@buffalocity.gov.za</p>	

**REQUIRED DOCUMENTS**

Potential Bidders Are Urged To Submit The Following Attachment When Submitting Bid Documents, Failure To Do So Will Lead To Disqualification

- Company Profile
- Certified Municipal Debt Clearance Certificate/Business Premises Lease Agreement
- Certified Joint Venture Applicable
- Original/Certified BBBEE Certificate
- CSD Supplier Number
- CIDB-Proof Of Registration

***N.B. AS PER THE NATIONAL TREASURY REGULATIONS, PROSPECTIVE BIDDERS MUST BE REGISTERED ON THE CENTRAL SUPPLIER DATABASE PRIOR SUBMITTING THEIR BID PROPOSAL.***

**BIDDERS ARE NOTIFIED THAT PAYMENTS OF TENDERS BE MADE AT RESPECTIVE BCMM PAYPOINTS BEFORE COLLECTION OF DOCUMENTS AT SCM AND ALSO, PRIOR PAYMENTS BIDDERS ARE TO COLLECT TENDER STUBBY AT SCM FOR PAYMENT PURPOSES**

**OBTAINING OF TENDER DOCUMENTS:**

Tender documents may be obtained from the Contracts Management Department, Supply Chain Management Unit, 80 Phillip Frame Road, Chiselhurst (P.O. Box 626), East London on payment of **R200.00**.

**SUBMISSION OF TENDERS:**

Tenders must be submitted before **12:00 07 April 2020**

Tenders may be submitted by hand or by post. Faxed, e-mailed unsigned or incomplete tenders will not be accepted.

**1. By hand:** One original documents sealed tenders endorsed on the envelope with the Bidder's name and

address and the contract number must be deposited in the Formal Tender Box, Supply Chain Management Unit, 80 Phillip Frame Road, Chiselhurst , East London.

**2. By post:** To reach the City Manager, P.O. Box 626, East London, 5200 in sufficient time for it to be placed in the Tender Box before the closing time, It must be expressly understood that the council disclaims any responsibility for seeing that bids sent by post or delivered in any other way to the council, are lodged in the tender box.

**OPENING OF TENDERS:**

**Tenders will be opened in public at 14:00; on Tuesday 07 April 2020 at Supply Chain Management Unit, no. 80 Phillip Frame Road, Chiselhurst.**

Standard tender conditions will apply. Council reserves the right not to accept the only or lowest or any tender at all, or to accept the whole or part of any tender. The invitation and award of bidders is subject to the Council's Procurement Policy on tenders. The Council gives preference to previously disadvantaged contractors as set out in the procurement formula in the tender documents. Suppliers can only claim preferential points against a recognised B-BBEE status level of contribution. Canvassing of councillors or municipal officials shall disqualify a tender

The Council reserves the right to extend the tender period by a notice in the press. All contracts will be subjected to risk assessment, including presentation or interviews with service providers. **(4389)**