

TENDER NOTICE & INVITATION TO TENDER

TENDER NO. BV 766/2019

**PROVISION OF ON-LINE ELECTRONIC SEARCH AND INFORMATION VERIFICATION SERVICES FOR THE PERIOD ENDING
30 JUNE 2022**

The Breede Valley Municipality invites tenders for the provision of on-line electronic search and information verification services for the period ending 30 June 2022.

Interested and qualified companies/ service providers, and who meet the requirements set out in the conditions of the tender, are encouraged to participate in this tender. Interested service providers can collect bid documents from the Supply Chain Management Offices, Stofberg House, 23 Baring Street, Worcester. Documents may be collected from Monday, 18 February 2019 during office hours Mondays to Fridays 08h00 – 13h00 and 13h30 - 15h00. A non-refundable fee of R 230-00 (Two Hundred and Thirty Rand) for each set of documents, payable by bank guaranteed cheque made out in favour of Breede Valley Municipality, is required on collection of the bid documents. Cash deposits and EFT's will also be accepted.

Any enquiries regarding the bidding procedure or the issue of bid documents shall be directed to the Supply Chain Management Unit, for attention of Mr Wilfred Bells, at telephone number 023 348 2954, or Fax number 086 445 0476, or e-mail address: wbells@bvm.gov.za. Any enquiries regarding technical information shall be directed to the Accountant: Rates, Mr. Wagner, at telephone number 023 348 2668 or e-mail address: dwagner@bvm.gov.za. Alternatively, the Senior Manager: Revenue, Mr. Magadla, can be contacted at telephone number 023 348 2665 or e-mail address: mmgadla@bvm.gov.za.

A compulsory clarification meeting with representatives of the Employer will take place on Thursday, 7 March 2019, starting time at 14:00. Prospective tenderers shall meet in the Committee room, 1st floor Main Building (Civic Centre), 30 Baring Street, Worcester. Service Providers who arrive 15 minutes later than the mentioned starting time will not be allowed into the meeting and / or site inspection. Service Providers who wish to purchase a tender document on the day of the clarification meeting must ensure that they do so prior to 9:00. If not, tender documents shall be issued again after the clarification meeting. Please note: The Municipality prefer that Senior Company Staff members or Contract Managers attend the compulsory clarification meeting as the Scope of Works, the Design and the Tender Specifications will be discussed in detail along with the Execution phase expectations and possible amendments. It remains the Bidder's responsibility to familiarize themselves with and fully understand the tender specifications to be able to submit a responsive tender.

Tender offers, in properly sealed envelopes and clearly marked on the outside with the corresponding bid number and description, must timeously be placed in the tender box at Breede Valley Municipality, Supply Chain Management Unit, Stofberg House, 23 Baring Street, Worcester, by not **later than 11h00 on Friday, 22 March 2019**. Telephonic, telegraphic, telex, facsimile, electronic or e-mailed, bids will not be accepted. If the bid is late, it will not be accepted for consideration.

The Employer does not bind itself to accept the lowest or any tender and reserves the right to accept any tender or any part thereof, which may result in the acceptance of more than one tender, whichever the case may be. The Employer shall apply the Municipal Supply Chain Management Policy as adopted in terms of Section 111 of the Municipal Financial Management Act, 2003 (Act No 56 of 2003) and relevant regulations. All eligible bids received shall be evaluated in terms of the Employer's Supply Chain Management Policy and the Preferential Procurement Framework Act. The 80/20 preference point system shall be applicable. No bids will be considered from persons in the service of the state.

Breede Valley Municipality
Private Bag X3046
WORCESTER

D. MCTHOMAS
MUNICIPAL MANAGER
SC 03/2019