

NDLAMBE MUNICIPALITY

PORT ALFRED



INVITATION TO TENDER

The Ndlambe Municipality hereby invites experienced service providers meeting the following requirements to submit their tenders in response to this invitation to tender:

TENDER NUMBER	T07/2526	T09/2526																
TENDER NAME	APPOINTMENT OF CONTRACTORS FOR MAINTENANCE OF WATER AND SEWER PUMP STATIONS, AS WELL AS ALL ASSOCIATED MECHANICAL & ELECTRICAL COMPONENTS WITHIN NDLAMBE LOCAL MUNICIPALITY	PANEL OF SERVICE PROVIDERS FOR THE OPERATIONS, MAINTENANCE AND MANAGEMENT OF WATER AND WASTEWATER TREATMENT PLANTS																
MINIMUM REQUIREMENTS	<p>CIDB Grading of 3ME or higher</p> <p>Infrastructure and resources available – Plant and Equipment (owned or leased)</p> <p>Failure to meet the above requirements will deem the bid non-responsive</p>	Refer to bid document																
ADDITIONAL REQUIREMENTS	<p>NDLAMBE LOCAL MUNICIPALITY requires the services of external professional service providers to render services for maintenance of water and sewer pump stations as well as associated mechanical and electrical components within Ndlambe Local Municipality.</p> <p>The municipality shall appoint the three (3) highest scoring service providers for a period of 12 months, subject to renewal of two further periods of twelve (12) months each at the discretion of the Accounting Officer.</p>	<p>Bidders may submit proposals for one or both packages and submit all the required documentation and supporting information relevant to each package.</p> <p>Package A: Operation and Maintenance of Water and Wastewater Treatment Plants</p> <p>Package B: Management, Supervision and Monitoring of Alexandria and Cannon Rocks Water Supply Systems</p> <p>This panel will be established for a period of ten (10) years subject to compliance with all relevant provisions of the National Treasury regulations and the Municipal Finance Management Act (MFMA).</p>																
FUNCTIONALITY EVALUATION	<table border="1"> <thead> <tr> <th>Functionality Criteria</th> <th>Points</th> </tr> </thead> <tbody> <tr> <td>Company Experience</td> <td>50</td> </tr> <tr> <td>Key Personnel</td> <td>50</td> </tr> <tr> <td>Maximum score (MS)</td> <td>100</td> </tr> </tbody> </table> <p>Minimum functionality score of 70%</p>	Functionality Criteria	Points	Company Experience	50	Key Personnel	50	Maximum score (MS)	100	<table border="1"> <thead> <tr> <th>Functionality</th> <th>Points</th> </tr> </thead> <tbody> <tr> <td>Company Experience</td> <td>40</td> </tr> <tr> <td>Qualifications And Experience of Key Personnel</td> <td>60</td> </tr> <tr> <td>Maximum score (MS)</td> <td>100</td> </tr> </tbody> </table> <p>Minimum functionality score of 75%</p>	Functionality	Points	Company Experience	40	Qualifications And Experience of Key Personnel	60	Maximum score (MS)	100
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Bidder proposals that do not achieve the minimum functionality score will NOT proceed to the Price/Specific Goals points calculation stage of the evaluation process.																		

Bidders shall take note of the following BID CONDITIONS:

- Prices must be valid for at least ninety (90) days from the closing date.
- Prices quoted must be firm and must, where applicable, be inclusive of VAT.
- Ndlambe Municipality does not bind itself to accept the lowest bid or any other bid and reserves the right to accept the whole or part of the bid.
- An original tax clearance certificate issued by SARS must accompany all tenders OR a tax reference number and PIN or TCC number must be provided. Tax status will also be verified against the Central Supplier Database (CSD)
- Evidence of registration of company on the Central Supplier Database must be provided (CSD "MAAA" number).
- Bidders must complete the following forms, which are included in the returnable document:
 - Declaration of Interest (MBD 4)
 - Declaration for Procurements above R5 million (VAT included) (MBD 5)
 - Declaration of Bidder's Past Supply Chain Management Practices (MBD 8)
 - Certificate of Independent Bid Determination (MBD 9)
- Bidders who wish to claim for preferential points for Specific Goals in terms of the Preferential Procurement Policy of Council and the Preferential Procurement Regulations, 2022, must submit a completed form **MBD 6.1** (included in the returnable document) as well as a **certified copy** of the proof of B-BBEE status level of contribution.
- A Municipal Billing Clearance Certificate, which covers, if applicable, both the company and its directors, must accompany all bids (included in the returnable document).
- It should be noted that the 80/20 preferential points system will be applied, 80 being for price and 20 for Specific Goals as defined in the Preferential Procurement Policy.
- The award will be made in terms of the Municipality's Preferential Procurement and Supply Chain Management Policies.
- This bid is subject to the General Conditions of Contract.
- Documents are to be completed in full and in accordance with the conditions and bid rules contained in the bid documents.

Detailed information is contained in the tender documents.

To ensure that tenders are not exposed to invalidation, documents are to be completed in accordance with the conditions and bid rules contained in the bid documents. The returnable tender document, which includes full details of the specifications, is available for download, **free of charge**, from Ndlambe Municipality's website <https://ndlambe.gov.za/web/returnable-bid-documents/>

N.B. Bidders requiring a hard copy to be supplied by the municipality must pay a non-refundable tender deposit of R134.35 inclusive of VAT. In the latter case, the original receipt should be attached to the submitted tender document.

BIDS MAY ONLY BE SUBMITTED ON THE BID DOCUMENTATION ISSUED BY NDLAMBE MUNICIPALITY.

Tender documents may be collected from the Supply Chain Management office at Ndlambe Local Municipality Offices, 44 Campbell Street, Port Alfred, 6170 from **01 December 2025** (office hours 08h00 until 16h00).

Late submitted, unmarked, faxed, falsified, incomplete or e-mailed proposals will not be considered and will be disqualified.

Completed Tender documents, supporting documents and externally endorsed documents must be placed in a sealed envelope marked "**TENDER NUMBER: TENDER DESCRIPTION**" and deposited in the Tender Box at the Supply Chain Management Offices, 44 Campbell Street, Port Alfred not later than **12h00 on 27 January 2026**. Tenders will be opened at the Supply Chain Management Unit at 12h05 on the same day.

N.B. ENVELOPES NOT MARKED AS INDICATED ABOVE WILL NOT BE OPENED AND SUCH BIDS WILL BE DISQUALIFIED.

Further technical details may be obtained from tenders@ndlambe.gov.za

NOTICE NUMBER: 265/2025

27 NOVEMBER 2025

**ADV R. DUMEZWENI
MUNICIPAL MANAGER**