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CHIEF FINANCIAL OFFICER



CHRIS HANI
DISTRICT MUNICIPALITY
SUSTAINING GROWTH
THROUGH OUR PEOPLE

CHRIS HANI DISTRICT MUNICIPALITY

TENDER DOCUMENT

FOR

**A REQUEST FOR AN EYE-CARE SPECIALIST / OPHTHALMOLOGIST TO RENDER
EYE-CARE SERVICES TO 600 CHDM EMPLOYEES FOR A PERIOD OF 9 (NINE)
DAYS AROUND THE CHRIS HANI DISTRICT MUNICIPALITY**

BID NUMBER – RFQ 47/2019-2020/YD(SS)

NAME OF BIDDER: _____

TENDER AMOUNT: _____

SARS PIN NUMBER _____ **SARS TAX NUMBER** _____

CSD NO _____



CHRIS HANI
DISTRICT MUNICIPALITY
SUSTAINING GROWTH
THROUGH OUR PEOPLE

BID NOTICE: RFQ 47/219-2020/YD(SS)

The Chris Hani District Municipality hereby invites all interested service providers for the **A REQUEST FOR AN EYE-CARE SPECIALIST / OPHTHALMOLOGIST TO RENDER EYE-CARE SERVICES TO 600 CHDM EMPLOYEES FOR A PERIOD OF 9 (NINE) DAYS AROUND THE CHRIS HANI DISTRICT MUNICIPALITY**

Project Name	RFQ Number	Scope of work	Closing Date	Briefing Session/Site Inspection	Enquiries	Availability of tender documents
A REQUEST FOR AN EYE-CARE SPECIALIST / OPHTHALMOLOGIST TO RENDER EYE-CARE SERVICES TO 600 CHDM EMPLOYEES FOR A PERIOD OF 9 (NINE) DAYS AROUND THE CHRIS HANI DISTRICT MUNICIPALITY	47/2019-2020/YD(SS)	A REQUEST FOR AN EYE-CARE SPECIALIST / OPHTHALMOLOGIST TO RENDER EYE-CARE SERVICES TO 600 CHDM EMPLOYEES FOR A PERIOD OF 9 (NINE) DAYS AROUND THE CHRIS HANI DISTRICT MUNICIPALITY DATES ARE INDICATED ON THE RFQ	Date: 12 13 AUGUST 2019 Time: 15h00 Place of Tender box: 41 Cathcart Road All bids must be sealed and clearly marked , "A REQUEST FOR AN EYE-CARE SPECIALIST / OPHTHALMOLOGIST TO RENDER EYE-CARE SERVICES TO 600 CHDM EMPLOYEES FOR A PERIOD OF 9 (NINE) DAYS AROUND THE CHRIS HANI DISTRICT MUNICIPALITY"	N/A	Technical may be directed to Ms. A. Nxano Tel: 045 808 9033/34/36/47 Email: anxano@chrishanidm.gov.za SCM : May be directed to Ms. V. Noqayi Tel – 045 808 4627 Email: vnoqayi@chrishanidm.gov.za	Tender will be available free of charge on the municipal website

Bidders must take note of the following bid conditions:

1. Failure to submit comprehensive JV agreement (where applicable) will result in a tender deemed non-responsive
2. Failure to completely fill in the tender forms e.g. Form of Offer, declaration of interest and all other MBD forms will result in a tender deemed non-responsive.
3. Failure to submit certified BBBEE CERTIFICATE from SANNAS or Sworn Affidavit from DTI will result in a bidder losing points allocated for BBBEE.
4. **Failure to register on CSD will lead to a bid deemed non responsive**
5. Misrepresentation of address of the business with the aim of earning points may lead to disqualification
6. Non-disclosure by service providers who are in the employ of the state may lead to disqualification
7. Bids submitted will hold good for a period of **30** days and if your company has not heard within this period take that your company was unsuccessful
8. Failure to reflect date of certification not older than three months on required documents will result in a tender deemed non responsive
9. Chris Hani District Municipality does not bind itself to accept the lowest bidder or any other bid and reserves the right to accept the whole or part of the bid

10. Bids which are late, unsigned or submitted by facsimile or electronically, will not be accepted.
 11. Bidders please make that your quotation is attached.

The tender will be adjudicated on the basis of the Preferential Procurement Policy Framework Act (Act No.5, 2000), and the regulations pertaining thereto (2011), as well as the Chris Hani District Municipality's Supply Chain Management policy.80/20 preference point system will be used as per the CHDM SCM policy.

PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT (PPFA) POINTS WILL BE AWARDED AS FOLLOWS

Functionality	-	80 points
B-BBEE Status Level	-	20 points
TOTAL	-	100 points

ALLOCATION OF POINTS FOR BBBEE

B-BBEE Status Level Contributor	Number of Points
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

Failure to comply with these conditions may invalidate your offer.

RECOMMENDED

.....
MRS. N. PLATYI
DEMAND MANAGER:

01/08/19

DATE

APPROVED

.....
P PAMBANISO
ACTING CHIEF FINANCIAL OFFICER

02/08/2019

DATE

ADVERT



CHRIS HANI
DISTRICT MUNICIPALITY
SUSTAINING GROWTH
THROUGH OUR PEOPLE



Supply Chain Management

TEL: 045 808 4662 /63 /54 /55
FAX: 045 839 2437

PRIVATE BAG X 7121
QUEENSTOWN, 5320

Email: vnogayi@chrishanidm.gov.za

Enq: Vuyo

Date: 19/08/2019

REQUEST FOR FORMAL WRITTEN QUOTATION

Kindly furnish me with a written quotation for the supply of the goods/services as detailed in the enclosed schedule.

The quotation must be submitted on the letterhead of your business and can either be faxed or deliver by hand within **seven working days** to: **Vuyo Noqayi**

The following conditions will apply:

- Price(s) quoted must be valid for at least thirty (30) days from date of your offer.
- Price(s) quoted must be firm and must be inclusive of VAT.
- A firm delivery period must be indicated.
- For all transactions exceeding **R15 000**, must be accompanied by a valid **Tax Clearance Certificate, BEE Certificate, Declaration form (MBD 4.1)** and a Confirmation of **Banking Details**.
- **First preference will be given to the Service Provide who is registered into our database**

PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT (PPFFA) WILL BE AWARDED AS FOLLOWS:

Price	-100
Total	-100

Failure to comply with these conditions may invalidate your offer.

Yours faithfully

SIGNATURE

Queries contact:
045 808 4662 / 4703


Please supply us with your bank details in your quotation. Please Fax them to this number 045 839 2437. WELLNESS - Abongile Nzano

NO	QUANTITY	DESCRIPTION																																				
	600	<p>The Chris Hani District Municipality requests the services of an Eye care specialist/ Ophthalmologist to render services to 600 CHDM employees for a period of 9 days around the Chris Hani District Municipality on the following dates and areas:</p> <table border="1"> <thead> <tr> <th>DATE</th> <th>TIME</th> <th>VENUE</th> <th>TARGET GROUP</th> </tr> </thead> <tbody> <tr> <td>20/08/2019</td> <td>08:00-15:00</td> <td>Queenstown Offices 15 bells Road</td> <td>Corporate Services and Enoch Mgijima WSP (08:00-10:00) BTO and MM's Office (10:00-12:00) Health and Community Services, Engineering and IPED (12:00-14:00)</td> </tr> <tr> <td>21/08/2019</td> <td>10:00-13:00</td> <td>Whittlesea office</td> <td>Enoch Mgijima Water service Employees</td> </tr> <tr> <td>22/08/2019</td> <td>10:00-13:00</td> <td>Cofimvaba Town hall</td> <td>Intsika Yethu water services employees</td> </tr> <tr> <td>27/08/2019</td> <td>10:00-13:00</td> <td>Cala Town hall</td> <td>Sakhisizwe Water services employees</td> </tr> <tr> <td>28/08/2019</td> <td>10:00-13:00</td> <td>Lady Frere town hall</td> <td>Emalahleni water services employees</td> </tr> <tr> <td>29/08/2019</td> <td>10:00-13:00</td> <td>Cradock Town hall</td> <td>Inxuba yethemba water services employees</td> </tr> <tr> <td>30/08/2019</td> <td>10:00-13:00</td> <td>Engcobo Town hall</td> <td>Engcobo water services employees</td> </tr> <tr> <td>03/09/2019</td> <td>10:00-13:00</td> <td>Tarkastad Town hall</td> <td>Tsolwana Water services employees</td> </tr> </tbody> </table>	DATE	TIME	VENUE	TARGET GROUP	20/08/2019	08:00-15:00	Queenstown Offices 15 bells Road	Corporate Services and Enoch Mgijima WSP (08:00-10:00) BTO and MM's Office (10:00-12:00) Health and Community Services, Engineering and IPED (12:00-14:00)	21/08/2019	10:00-13:00	Whittlesea office	Enoch Mgijima Water service Employees	22/08/2019	10:00-13:00	Cofimvaba Town hall	Intsika Yethu water services employees	27/08/2019	10:00-13:00	Cala Town hall	Sakhisizwe Water services employees	28/08/2019	10:00-13:00	Lady Frere town hall	Emalahleni water services employees	29/08/2019	10:00-13:00	Cradock Town hall	Inxuba yethemba water services employees	30/08/2019	10:00-13:00	Engcobo Town hall	Engcobo water services employees	03/09/2019	10:00-13:00	Tarkastad Town hall	Tsolwana Water services employees
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<p><u>KEY DELIVERABLES</u></p> <ul style="list-style-type: none"> • Eye testing • Education on eye care • Information on Posters and Pamphlets <p><u>KEY COMPETENCIES</u></p> <ul style="list-style-type: none"> • Qualification in Eye Care/ ophthalmology • Registered • 3 -5 years working experience <p>Please note that the appointed service Provider will have to travel to all the mentioned areas.</p> <p>For any queries on the specification please contact the wellness unit on 0458089033/34/36/37/47 or email on wellnessunit@chrishanidm.gov.za</p>			

For more information please contact the wellness unit on 0458089033/34/36/37

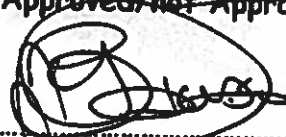
Recommended/ ~~not Recommended~~



.....
Ms. S. Sajola
Wellness Manager



Approved/~~not Approved~~



.....
Mrs. Y.B Dakuse
Director Corporate Services

**PART A
INVITATION TO BID**

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF MUNICIPALITY/ MUNICIPAL ENTITY)			
BID NUMBER:	RFQ - 47/209-2020/YD(SS)	CLOSING DATE:	15 AUGUST 2019
		CLOSING TIME:	15:00 (Telkom Time)
DESCRIPTION	A REQUEST FOR AN EYE-CARE SPECIALIST / OPHTHALMOLOGIST TO RENDER EYE-CARE SERVICES TO 600 CHDM EMPLOYEES FOR A PERIOD OF 9 (NINE) DAYS AROUND THE CHRIS HANI DISTRICT MUNICIPALITY		
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).			

BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX
SITUATED AT (STREET ADDRESS)

CHRIS HANI DISTRICT MUNICIPALTY SCM BUILDING TENDER BOX			
41 CATHCART ROAD			
QUEENSTOWN			
5320			
SUPPLIER INFORMATION			
NAME OF BIDDER			
POSTAL ADDRESS			
STREET ADDRESS			
TELEPHONE NUMBER	CODE	NUMBER	
CELLPHONE NUMBER			
FACSIMILE NUMBER	CODE	NUMBER	
E-MAIL ADDRESS			
VAT REGISTRATION NUMBER			
TAX COMPLIANCE STATUS	TCS PIN:	OR	CSD No:
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	<input type="checkbox"/> Yes <input type="checkbox"/> No	B-BBEE STATUS LEVEL SWORN AFFIDAVIT	<input type="checkbox"/> Yes <input type="checkbox"/> No
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]			

ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [(IF YES ENCLOSE PROOF)]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [(IF YES, ANSWER PART B:3)]
TOTAL NUMBER OF ITEMS OFFERED		TOTAL BID PRICE	R
SIGNATURE OF BIDDER	DATE	
CAPACITY UNDER WHICH THIS BID IS SIGNED			
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:		TECHNICAL INFORMATION MAY BE DIRECTED TO:	
DEPARTMENT	SCM	CONTACT PERSON	S. PIETERSE
CONTACT PERSON	Vuyo Noqayi	TELEPHONE NUMBER	045 808 9033/34/36/37/47
TELEPHONE NUMBER	045 808 4627	FACSIMILE NUMBER	
FACSIMILE NUMBER		E-MAIL ADDRESS	anxano@chrishanidm.gov.za
E-MAIL ADDRESS	vnoqayi@chrishanidm.gov.za		

3. ESTABLISHMENT OF HDI EQUITY OWNERSHIP IN AN ENTERPRISE

- 3.1 Equity ownership shall be equated to the percentage of an enterprise which is owned by individuals classified as HDI's, or in the case of a company, the percentage shares that are owned by individuals classified as HD's, who are actively involved in the management and daily business operations of the enterprise and exercise control over the enterprise, commensurate with their degree of ownership.
- 3.2 Where individuals are not actively involved in the management and daily business operations and do not exercise control over the enterprise commensurate with their degree of ownership, equity ownership may not be claimed.

4. ADJUDICATION USING A POINT SYSTEM

- 4.1 The bidder obtaining the highest number of points will be awarded the contract.
- 4.2 Preference points shall be calculated after prices have been brought to a comparative basis.
- 4.3 Points scored will be rounded off to 2 decimal places.
- 4.4 In the event of equal points scored, the bid will be awarded to the bidder scoring the highest number of points for specified goals.

5. POINTS AWARDED FOR PRICE

5.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

80/20

$$P_s = 80 (1 - \frac{P_t - P_{min}}{P_t})$$

Pmin

or

90/10

<p>4.2 Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)?</p> <p><i>(To access this Register enter the National Treasury's website, www.treasury.gov.za , click on the icon "Register for Tender Defaulters" or submit your written request for a hard copy of the Register to facsimile number (012) 3265445).</i></p>	Yes	No
<p>4.2.1 If so, furnish particulars:</p>		
<p>4.3 Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?</p>	Yes	No
<p>4.3.1 If so, furnish particulars:</p>		
<p>4.4 Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?</p>	Yes	No
<p>4.4.1 If so, furnish particulars:</p>		
<p>4.5 Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?</p>	Yes	No
<p>4.7.1 If so, furnish particulars:</p>		

5. CERTIFICATION

I, the undersigned (full name), _____,
certify that

the information furnished on this declaration form true and correct.

I accept that, in addition to cancellation of a contract, action may be taken against me should this declaration prove to be false.

SIGNATURE:	NAME (PRINT):	
CAPACITY:	DATE:	
NAME OF FIRM:		

12. MBD 9 – CERTIFICATE OF INDEPENDENT BID DETERMINATION

1. This Municipal Bidding Document (MBD) must form part of all bids 2 invited.

2. Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging). 3 Collusive bidding is a per se prohibition meaning that it cannot be justified under any grounds.

3. Municipal Supply Regulation 38 (1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:
 - a. take all reasonable steps to prevent such abuse;

 - b. reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and

 - c. cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.

4. This MBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.

5. In order to give effect to the above, the attached Certificate of Bid Determination (MBD 9) must be completed and submitted with the bid:

CERTIFICATE OF INDEPENDENT BID DETERMINATION:

In response to the invitation for the bid made by:

CHRIS HANI DISTRICT MUNICIPALITY

I, the undersigned, in submitting the accompanying bid, hereby make the following statements that I certify to be true and complete in every respect:

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:

2 Includes price quotations, advertised competitive bids, limited bids and proposals.

3 Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

(a) has been requested to submit a bid in response to this bid invitation;

(b) Could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and

(c) Provides the same goods and services as the bidder and/or is in the same line of business as the bidder

6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium 4 will not be construed as collusive bidding.

7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:

f) Prices;

- g) Geographical area where product or service will be rendered (market allocation)
- h) Methods, factors or formulas used to calculate prices;

- i) The intention or decision to submit or not to submit, a bid;
- j) The submission of a bid which does not meet the specifications and conditions of the bid;
or
- k) Bidding with the intention not to win the bid.

8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.

9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

10. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No. 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No. 12 of 2004 or any other applicable legislation.

2 *Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.*

SIGNATURE:	NAME (PRINT):	
CAPACITY:	DATE:	
NAME OF FIRM:		

C1.1 Form of offer and acceptance

Offer

The Employer, identified in the acceptance signature block, has solicited offers to enter into a contract of **A REQUEST FOR AN EYE-CARE SPECIALIST / OPHTHALMOLOGIST TO RENDER EYE-CARE SERVICES TO 600 CHDM EMPLOYEES FOR A PERIOD OF 9 (NINE) DAYS AROUND THE CHRIS HANI DISTRICT MUNICIPALITY**

The Bidder, identified in the offer signature block, has examined the documents listed in the tender data and addenda thereto as listed in the returnable schedules, and by submitting this offer has accepted the conditions of tender.

By the representative of the Bidder, deemed to be duly authorized, signing this part of this form of offer and acceptance, the Bidder offers to perform all of the obligations and liabilities of the Service Provider under the Contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the conditions of Contract identified in the Contract Data.

THE OFFERED TOTAL OF THE PRICES INCLUSIVE OF VALUE ADDED TAX IS

.....Rand (in words);

R..... (in figures)

This offer may be accepted by the Employer by signing the acceptance part of this form of offer and acceptance and returning one copy of this document to the Bidder before the end of the period of validity stated in the tender data, whereupon the Bidder becomes the party named as the Service Provider in the conditions of Contract identified in the Contract Data.

Signature:.....**Name:**

Capacity:

For the Bidder:

.....

(Name and domiciliumcitandi of organization)

Name and Signature of Witness:.....**Date:**.....

Acceptance

By signing this part of this form of offer and acceptance, the Employer identified below accepts the Bidder's offer. In consideration thereof, the Employer shall pay the Service Provider the amount due in accordance with the conditions of Contract identified in the Contract Data. Acceptance of the Bidder's offer shall form an agreement between the Employer and the Bidder upon the terms and conditions contained in this agreement and in the Contract that is the subject of this agreement.

The terms of the Contract, are contained in:

Part C1 Agreements and Contract Data, (which includes this agreement)

Part C2 Pricing Data

Part C3 Scope of work.

Deviations from and amendments to the documents listed in the tender data and any addenda thereto as listed in the tender schedules as well as any changes to the terms of the offer agreed by the Bidder and the Employer during this process of offer and acceptance, are contained in the schedule of deviations attached to and forming part of this agreement. No amendments to or deviations from said documents are valid unless contained in this schedule, which must be signed by the authorised representative(s) of both parties.

The Bidder shall within two weeks after receiving a completed copy of this agreement, including the schedule of deviations (if any), contact the Employer's agent (whose details are given in the Contract Data) to arrange the delivery of any bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the conditions of Contract identified in the Contract Data. Failure to fulfil any of these obligations in accordance with those terms shall constitute a repudiation of this agreement.

Notwithstanding anything contained herein, this agreement comes into effect on the date when the Bidder receives one fully completed, signed copy of this document, including the schedule of deviations (if any). Unless the Bidder (now Service Provider) within five working days of the date of such receipt notifies the Employer in writing of any reason why he cannot accept the contents of this agreement, this agreement shall constitute a binding Contract between the parties.

Signature(s):.....**Name(s)**.....

Capacity: MUNICIPAL MANAGER

FOR CHRIS HANI DISTRICT MUNICIPALITY, NO 41 CATHCART ROAD, QUEENSTOWNN, 5320

(Name and domiciliumcitandi of organization)

Name and Signature of Witness: Date:

OFFICIAL STAMP:

