

MAKHADO MUNICIPALITY

QUOTE NO. MAK136/2018

SUPPLY AND DELIVERY OF GOLF SHIRTS, CAPS AND CONFERENCE BAG

All interested service providers are hereby invited to submit written quotations for the supply and delivery of golf shirts, caps and conference bag.

SPECIFICATION

NO	DESCRIPTION	QUANTITY
01	VENICE CONFERENCE BAG Size: 40 x30 x9cm Material: 600D nylon Features: carry handle, zippered main compartment, front zippered pocket with organiser, adjustable/removable shoulder strap max branding size(A) ;120 x140mm: MUNICIPAL LOGO EMBROIDERY and THEME: WARD COMMITTEE CONFERENCE 2018: (at the back)	500
02	GOLF SHIRTS TYPE: MENS ALL Size (can change after seeing material or fitting) Small x 40 Medium x 70 X Large x 100 2x large x 125 3x large x 75 FEATURES: self-fabric collar. Contrast neck tape. Curved dropped shoulder with twin- needle stitched.3 button placket with contrast buttons. Sublimated faded side panels. FABRICATION: 170g polyester moisture management (Left hand) MUNICIPAL LOGO EMBROIDERY and THEME: STRENGTHENING PUBLIC PARTICIPATION IN LOCAL GOVERNMENT 2018: at the back • Colour : golf shirt sky/royal and white	500
03	CAPS FEATURES: structured 06 panel heavy brushed cotton, pre-curved peak, velctro cap: 100% cotton fabric with municipal logo embroidery Colour : white	500

NB: Only locally produced goods, services or works or locally manufactured goods with as stipulated minimum threshold for local production and content will be considered.

If the raw material or input to be used for a specific item is not available locally, bidders should obtain written authorization from the DTI should there be a need to import such raw material or input and a copy of the authorization letter must be submitted together with bid documents at

the closing date and time of the bid. For more information, bidders may contact the Clothing, Textile, Foot wear and Leather Unit at DTI at telephone no. 012-394 3717/1390

The exchange to be used for the calculation of local production and content must be the exchange rate published by SA Reserve Bank at 12:00 on the date of advertising this tender.

Only SABS approved technical specification number SATS 1286:2011 must be used to calculate local content.

REQUIREMENTS

- Valid Tax Clearance Certificate with Tax compliance status pin issued
- A copy of Company Registration Certificate/ CK.
- Certified copy/copies of company owner(s) ID Book(s). Not later than three (03) months.
- Certified copy of BBBEE Certificate or Affidavit (For Preferential Points). Not later than three (03) months.
- Fully completed MBD6.2 declaration certificate and local content annexures
- Attach Proof of payment of Municipal Bill/ Rates accounts/ Formal Lease Agreement, Letter from the Traditional Authority for both entity and directors of the company.
- A copy CSD Summary Report

Quotations must be as follows:

1. Be signed by an authorized person of the supplier
2. Be on an original letter head of the company/enterprise
3. Be valid for a period of sixty (60) days from the closing date
4. clearly indicate the price charged vat inclusive
5. Be accompanied by a valid SARS Tax Clearance Certificate.
6. Be accompanied by fully completed MBD 6.1 and MBD 4 obtainable from the municipality or can be downloaded from municipal website www.makhado.gov.za.

Fully priced and signed quotations must be sealed in an envelope clearly marked quote number **“MAK136/2018”** & description **‘SUPPLY AND DELIVERY OF GOLF SHIRTS, CAPS AND CONFERENCE BAG’** and be deposited in the tender box at the foyer of the Civic Centre at the physical address reflected below by no later than **12H00 of 30 NOVEMBER 2018**

Quotations received will be assessed in accordance with the Municipal Supply Chain Management Regulations, 2005 read with Council’s Supply Chain Management Policy and 80/20 points scoring will be used. Preference points will be allocated according to BBBEE rating.

Please Note:

1. No quotation by facsimile or by e-mail will be accepted.
2. Enquiries in this regard must be directed to **Mr MAGUGA S.G** at contact number: **015 519 3036** during office hours.

3. Council reserves the right not to accept lowest or any quotation or to accept part of a quotation only.
4. All Service Provider doing business with Makhado municipality are required to register on the CSD (**Central Supplier Database**).
5. Admin enquiries can be directed to **Ms TP Ntsieni** or **Mr M Ramabulana** at **015 519 3179/3024**.

Civic Centre
83 Krogh Street
LOUIS TRICHARDT
0920

Notice no: 192/2018
File no: 8/3/2/1
MR N F TSHIVHENGWA
MUNICIPAL MANAGER

Annex C

Local Content Declaration - Summary Schedule

(C1) Tender No. MAK136 of 2018
(C2) Tender description: supply and delivery of Golf shirts, caps and conference bag
(C3) Designated product(s):
(C4) Tender Authority:
(C5) Tendering Entity name: Makhado Local municipality Pula EU GBP
(C6) Tender Exchange Rate:
(C7) Specified local content %

Note: VAT to be excluded from all calculations

Calculation of local content							
Tender item no's	List of items	Tender price - each (excl VAT)	Exempted imported value	Tender value net of exempted imported content	Imported value	Local value	Local content % (per item)
(C8)	(C9)	(C10)	(C11)	(C12)	(C13)	(C14)	(C15)

Tender summary			
Tender Qty	Total tender value	Total exempted imported content	Total Imported content
(C16)	(C17)	(C18)	(C19)

(C20) Total tender value R 0
(C21) Total Exempt imported content R 0
(C22) Total Tender value net of exempt imported content R 0
(C23) Total Imported content R 0
(C24) Total local content R 0
(C25) Average local content % of tender

Signature of tenderer from Annex B

Date:

Annex C

Local Content Declaration - Summary Schedule

(C1) Tender No.
 (C2) Tender description: supply and delivery of Golf shirts, caps and conference bag
 (C3) Designated product(s):
 (C4) Tender Authority:
 (C5) Tendering Entity name: Makhado Local municipality
 (C6) Tender Exchange Rate:
 (C7) Specified local content %

Note: VAT to be excluded from all calculations

Calculation of local content				Tender summary							
Tender item no's	List of items	Tender price - each (excl VAT)	Exempted imported value	Tender value net of exempted imported content	Imported value	Local value	Local content % (per item)	Tender Qty	Total tender value	Total exempted imported content	Total imported content
(C8)	(C9)	(C10)	(C11)	(C12)	(C13)	(C14)	(C15)	(C16)	(C17)	(C18)	(C19)
(C20) Total tender value									R 0		
(C21) Total Exempt imported content									R 0		
(C22) Total Tender value net of exempt imported content									R 0		
(C23) Total imported content									R 0		
(C24) Total local content									R 0		
(C25) Average local content % of tender											

Signature of tenderer from Annex B

Date: _____

Annex C

Local Content Declaration - Summary Schedule

(C1) Tender No. MAKI36 of 2018
 (C2) Tender description: supply and delivery of Golf shirts, caps and conference bag
 (C3) Designated product(s):
 (C4) Tender Authority:
 (C5) Tendering Entity name: Makhado Local municipality
 (C6) Tender Exchange Rate: Pula _____
 (C7) Specified local content %

Note: VAT to be excluded from all calculations

EU _____ GBP _____

Calculation of local content

Tender item no's	List of items	Tender price - each (excl VAT)	Exempted imported value	Tender value net of exempted imported content	Imported value	Local value	Local content % (per item)
(C8)	(C9)	(C10)	(C11)	(C12)	(C13)	(C14)	(C15)
(C20) Total tender value							R 0
(C21) Total Exempt imported content							R 0
(C22) Total Tender value net of exempt imported content							R 0
(C23) Total Imported content					(C24) Total local content		R 0
(C25) Average local content % of tender					(C24) Total local content		R 0

Signature of tenderer from Annex B

Date: _____

Annex E

Local Content Declaration - Supporting Schedule to Annex C

(E1)	Tender No.	
(E2)	Tender description:	
(E3)	Designated products:	
(E4)	Tender Authority:	
(E5)	Tendering Entity name:	

Note: VAT to be excluded from all calculations

Local Products (Goods, Services and Works)	Description of items purchased	Local suppliers	Value
	(E6)	(E7)	(E8)
(E9) Total local products (Goods, Services and Works)			

(E10)	Manpower costs (Tenderer's manpower cost)	<input style="width: 90%;" type="text"/>
(E11)	Factory overheads (Rental, depreciation & amortisation, utility costs, consumables etc.)	<input style="width: 90%;" type="text"/>
(E12)	Administration overheads and mark-up (Marketing, insurance, financing, interest etc.)	<input style="width: 90%;" type="text"/>
(E13) Total local content		<input style="width: 90%;" type="text"/>

This total must correspond with Annex C - C24

Signature of tenderer from Annex B

Date: _____

DECLARATION CERTIFICATE FOR LOCAL PRODUCTION AND CONTENT

This Municipal Bidding Document (MBD) must form part of all bids invited. It contains general information and serves as a declaration form for local content (local production and local content are used interchangeably).

Before completing this declaration, bidders must study the General Conditions, Definitions, Directives applicable in respect of Local Content as prescribed in the Preferential Procurement Regulations, 2011 and the South African Bureau of Standards (SABS) approved technical specification number SATS 1286:201x.

1. General Conditions

- 1.1. Preferential Procurement Regulations, 2011 (Regulation 9.(1) and 9.(3) make provision for the promotion of local production and content.
- 1.2. Regulation 9.(1) prescribes that in the case of designated sectors, where in the award of bids local production and content is of critical importance, such bids must be advertised with the specific bidding condition that only locally produced goods, services or works or locally manufactured goods, with a stipulated minimum threshold for local production and content will be considered.
- 1.3. Regulation 9.(3) prescribes that where there is no designated sector, a specific bidding condition may be included, that only locally produced services, works or goods or locally manufactured goods with a stipulated minimum threshold for local production and content, will be considered.
- 1.4. Where necessary, for bids referred to in paragraphs 1.2 and 1.3 above, a two stage bidding process may be followed, where the first stage involves a minimum threshold for local production and content and the second stage price and B-BBEE.
- 1.5. A person awarded a contract in relation to a designated sector, may not sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.
- 1.6. The local content (LC) as a percentage of the bid price must be calculated in accordance with the SABS approved technical specification number SATS 1286: 201x as follows:

$$LC = 1 - \left[\frac{x}{y} \right] \times 100$$

Where

x imported content

y bid price excluding value added tax (VAT)

Prices referred to in the determination of x must be converted to Rand (ZAR) by using the exchange rate published by the South African Reserve Bank (SARB) at 12:00 on the date, one week (7 calendar days) prior to the closing date of the bid as required in paragraph 4.1 below.

1.7. A bid will be disqualified if:

- the bidder fails to achieve the stipulated minimum threshold for local production and content indicated in paragraph 3 below; and.

- this declaration certificate is not submitted as part of the bid documentation.

2. Definitions

- 2.1. **“bid”** includes advertised competitive bids, written price quotations or proposals;
- 2.2. **“bid price”** price offered by the bidder, excluding value added tax (VAT);
- 2.3. **“contract”** means the agreement that results from the acceptance of a bid by an organ of state;
- 2.4. **“designated sector”** means a sector, sub-sector or industry that has been designated by the Department of Trade and Industry in line with national development and industrial policies for local production, where only locally produced services, works or goods or locally manufactured goods meet the stipulated minimum threshold for local production and content;
- 2.5. **“duly sign”** means a Declaration Certificate for Local Content that has been signed by the Chief Financial Officer or other legally responsible person nominated in writing by the Chief Executive, or senior member / person with management responsibility (close corporation, partnership or individual).
- 2.6. **“imported content”** means that portion of the bid price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or its subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs, such as landing costs, dock duties, import duty, sales duty or other similar tax or duty at the South African port of entry;
- 2.7. **“local content”** means that portion of the bid price which is not included in the imported content, provided that local manufacture does take place;
- 2.8. **“stipulated minimum threshold”** means that portion of local production and content as determined by the Department of Trade and Industry; and
- 2.9. **“sub-contract”** means the primary contractor's assigning, leasing, making out work to, or employing another person to support such primary contractor in the execution of part of a project in terms of the contract.
3. **The stipulated minimum threshold(s) for local production and content for this bid is/are as follows:**

<u>Description of services, works or goods</u>	<u>Stipulated minimum threshold</u>
CAPS	100%
GOLF SHIRTS	100%
BAGS	100%

4. Does any portion of the services, works or goods offered have any imported content? YES / NO
- 4.1 If yes, the rate(s) of exchange to be used in this bid to calculate the local content as prescribed in paragraph 1.6 of the general conditions must be the rate(s) published

by the SARB for the specific currency at 12:00 on the date, one week (7 calendar days) prior to the closing date of the bid.

The relevant rates of exchange information is accessible on www.reservebank.co.za.

Indicate the rate(s) of exchange against the appropriate currency in the table below:

Currency	Rates of exchange
US Dollar	
Pound Sterling	
Euro	
Yen	
Other	

NB: Bidders must submit proof of the SARB rate (s) of exchange used.

LOCAL CONTENT DECLARATION BY CHIEF FINANCIAL OFFICER OR OTHER LEGALLY RESPONSIBLE PERSON NOMINATED IN WRITING BY THE CHIEF EXECUTIVE OR SENIOR MEMBER/PERSON WITH MANAGEMENT RESPONSIBILITY (CLOSE CORPORATION, PARTNERSHIP OR INDIVIDUAL)

IN RESPECT OF BID No.
 ISSUED BY: (Procurement Authority / Name of Municipality / Municipal Entity):

NB The obligation to complete, duly sign and submit this declaration cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the bidder.

I, the undersigned, (full names),
 do hereby declare, in my capacity as
 of(name of bidder
 entity), the following:

- (a) The facts contained herein are within my own personal knowledge.
- (b) I have satisfied myself that the goods/services/works to be delivered in terms of the above-specified bid comply with the minimum local content requirements as specified in the bid, and as measured in terms of SATS 1286.
- (c) The local content has been calculated using the formula given in clause 3 of SATS 1286, the rates of exchange indicated in paragraph 4.1 above and the following figures:

Bid price, excluding VAT (y)	R
Imported content (x)	R
Stipulated minimum threshold for Local content (paragraph 3 above)	
Local content % as calculated in terms of SATS 1286	

If the bid is for more than one product, a schedule of the local content by product shall be attached.

- (d) I accept that the Procurement Authority / Municipality /Municipal Entity has the right to request that the local content be verified in terms of the requirements of SATS 1286.

(e) I understand that the awarding of the bid is dependent on the accuracy of the information furnished in this application. I also understand that the submission of incorrect data, or data that are not verifiable as described in SATS 1286, may result in the Procurement Authority / Municipal / Municipal Entity imposing any or all of the remedies as provided for in Regulation 13 of the Preferential Procurement Regulations, 2011 promulgated under the Policy Framework Act (PPFA), 2000 (Act No. 5 of 2000).

SIGNATURE: _____

DATE: _____

WITNESS No. 1 _____

DATE: _____

WITNESS No. 2 _____

DATE: _____