

## TENDER NO 77 OF 2016

### FACILITATING, COMPILING AND DELIVERING A FIVE (05) YEAR ICT STRATEGIC PLAN FOR MAKHADO LOCAL MUNICIPALITY

Expertise in the field of Information Communication Technology (ICT) strategic planning, are invited to tender for the facilitating, compiling and delivering a five (05) years ICT Strategic Plan for **Makhado Local Municipality that comply with the requirements of the Municipal Corporate Governance of ICT Policy, 2015 and as further purported in the DPSA Corporate Governance of ICT Framework dated January 2015.** Bidders are requested to bid as per specification attached to the bid documents that will be obtainable on **07 December 2016** at the Room No. B045, Ground Floor, Civic Center, 83 Krogh Street upon payment of a non-refundable amount of **R200.00**

A **compulsory briefing session** will be held on **09 December 2016** at **10:00** at Council Chamber, Ground Floor, Civic Center, 83 Krogh street, Makhado.

Completed bid documents signed by a duly authorized person, sealed in an envelope clearly marked "*Tender No. 77 of 2016: facilitating, compiling and delivering a 5 year ict strategic plan for makhado local municipality*" must reach the undersigned by depositing it into the tender box at the foyer of the main entrance to the Civic Centre by not later than **12:00 on Thursday, 22 December 2016** when all tenders received will be opened in public in the Executive Committee Chamber, First Floor, Civic Centre, No. 83 Krogh Street, Makhado.

The Municipality is not bound to accept the lowest or any bid and reserves the right to accept any part of a bid. Bids must remain valid for a period of ninety (90) days after closing date of submission thereof. Submitted tenders will be evaluated on 80/20 score points and functionality.

#### FUNCTIONALITY CRITERIA

Functionality criteria	Points
(i) <u>Experience</u> : 5 – 10 years rendering similar projects; and qualifications of key personnel: (Provide CVs and provide reference letters of clients where similar projects were implemented successfully)	20
(ii) <u>Certification</u> : Both Cobit5 Foundation Certificate and Cobit5 Implementation Certificate	15
Capability to deliver the project, i.e. Human resources (15) and Financial Resources (15) – copy of latest audited AFS must be included	30
Methodology and approach and the project plan to deliver the project	25
Contactable references in similar projects rendered previously	10
<b>TOTAL</b>	<b>100</b>

**Bidders that score less than 70 points out of 100 points on functionality will be eliminated for further stage.**

Bids which are late, incomplete, unsigned or submitted in pencil or by telegraph or facsimile or electronically by e-mail, or not having the following documents attached for evaluation or not complying with the tender specifications, will not be evaluated and will be disqualified:

- Original valid Tax Clearance Certificate, or TCS PIN
- Copy of company registration certificate (CK.).
- Certified copy/copies of company owner(s) ID book(s).
- BBBEE Certificate (for preferential points)

- Proof of membership with any acknowledged registered professional body in the field, for e.g. ISACA or any other related body
- Attach proof of payment of municipal account/Statement or lease agreement for Rental or Letter from the Tribal Authority. (Must not be more 3 months old)
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All technical enquiries can be directed to the Director Corporate Services, Mr N C Kharidzha at Tel no 015 519 3209, while procurement enquiries can be directed to Mr Mathivha N.A at Tel No.(015) 519 3044.

Civic Centre  
83 Krogh Street  
MAKHADO  
Notice No. 168 of 2016  
File No. 8/3/2/1387

MR I P MUTSHINYALI  
MUNICIPAL MANAGER