

TENDER BULLETIN

Number: 37 OF 2009/10 FY

Date: 12 FEBRUARY 2010

PROVINCIAL TREASURY



LIMPOPO

PROVINCIAL GOVERNMENT
REPUBLIC OF SOUTH AFRICA

(NOT FOR RESALE)

Provincial Supply Chain Management Office

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2. BIDDING INFORMATION**2.1 Who is eligible to bid and what precautions need to be taken into consideration when bidding**

- You must be 18 years old or above.
- Be a South African citizen.
- Have a registered business for a particular service/supply.
- Obtain an original and valid Tax Clearance Certificate for the business/company from the South African Revenue Services (SARS) (The certificate should not be more than 12 months old from the date of issue to the time when the bid closes.)
- If you are in a construction business, register your company with the Construction Industry Development Board (CIDB - may be contacted at www.cidb.gov.za).
- If you are in a Security Business, register your company with the Security Industry Regulatory Agency (SIRA - may be contacted at (012) 337 5695 / Fax no. (012) 326 6128).
- Physical existence of the business is a requirement.

2.2 Documents to be used and information to be furnished

Bidders are required to:

- Make use of the prescribed bid documents (Standard bidding documents) obtainable from the nearest supply chain management office.
- Insert prices and other required information in the appropriate spaces on the prescribed forms.
- Furnish further information if required e.g. samples/pamphlets.
- Failure to submit bids signed in black ink; submission of bid documents without the attachment of an original and valid tax clearance certificate shall invalidate the bid.
- Complete preference points claim forms (in terms of the preferential procurement regulations 2001).
- CK and any other Business Statutory Registration document (e.g. NHBC, CIDB, SIRA etc)

2.3 Where to get bid documents, bulletin and information

The Provincial Bid Bulletin and bid documents may be obtained from various Supply Chain Management Advice Centers at a fee (See list of Supply Chain Management Advice Centers on page2).

2.4 Lodging and closing of bids

- Bids shall be lodged not later than the closing time specified for their receipt. The closing time for all bids is 11h00 sharp.

- Each bid should be lodged in a sealed separate envelope with the name and address of the bidder, bid number and the closing date of such a bidder.
- Bids received after the specified closing time shall be regarded as late and are not accepted.
- After the closing time, bids are opened in public and names of bidders are read out if requested. Only prices of bids in building, civil, mechanical and electrical works categories may be disclosed in public if requested.

2.5 Bidding process

- 2.5.1 Identification of a need for service/goods by the department. Determination of the scope and output.
- 2.5.2 Preparation of a bid (Compilation of specification / determination of evaluation criteria)
- 2.5.3 Approval of a bid by the Accounting Officer.
- 2.5.4 Advertisement of a bid in the provincial bid bulletin and / or newspapers.
- 2.5.5 Closure of a bid.
- 2.5.6 Bid Evaluation (Evaluation of price and specific goals and / or functionality)
 - Check administrative compliance
 - Signatures
 - Price amendments without initialing
 - Usage of tippex
 - Declaration of interest
 - Non-submission of a valid original tax clearance certificate
 - Calculation of price
 - Calculation of preferential / specific preferential RDP goals
 - Inspections (if necessary)
 - Compliance to bid specifications
- 2.5.7 Recommendations and evaluation report submitted to the departmental bid Committee for adjudication.
- 2.5.8 Award endorsed by the Accounting Officer.
- 2.5.9 Issuing of acceptance letters /signing of contract / service level agreement.

2.6 RDP goals: Preferential procurement regulations, 2001

- 2.6.1 Promotion of South African owned enterprises.
- 2.6.2 Promotion of Small Medium and Micro enterprises.
- 2.6.3 The creation of new jobs or the intensified labor absorption.
- 2.6.4 The promotion of export orientated production to create jobs.
- 2.6.5 The promotion of enterprises located in a province for work to be done or services to be rendered in the province.
- 2.6.6 Promotion of enterprises based in the rural areas.
- 2.6.7 Promotion of enterprises located in a specific municipal area for work to be done or service to be rendered in that municipal area.
- 2.6.8 Promotion of enterprises located in a specific region for work to be done or service to be rendered in that region.
- 2.6.9 The empowerment of the work force by standardizing the level of skills and knowledge of workers.
- 2.6.10 The development of human resources, including by assisting in tertiary and other Advanced training programmes, in line with key indicators such as percentage of wage bill spent on education and training and improvement of management skills.

- 2.6.11 The upliftment of communities through, but limited to, housing, transport, schools, infrastructure donations and charity organizations.

2.7 The role of the Supply Chain Management Advice Centers

- 2.7.1 Provision of general information on all matters related to public sector procurement.
2.7.2 Conduct workshops, seminars and training on procurement issues.
2.7.3 Rendering of assistance to bidders in the completion of bid documents.
2.7.4 Conducting / co-ordination of site, process and production line inspection.
2.7.5 Distribution of bid documents and bulletin.

2.8 General Information on bid invitations

- 2.8.1. Bidders are advised to read the entire Bid Bulletin. No officer of the Provincial Supply Chain Management will be held responsible for loss of potential opportunity to bid due to incorrect categorizing of equipment.
2.8.2. Bids for the procurement of supplies, services and disposals are categorized as follows:-

2.8.2.1 SUPPLIES

- (i) General
- (ii) Clothing
- (iii) Electronic Equipment
- (iv) Office Equipment
- (v) Labour Saving Devices
- (vi) Transport
- (vii) Workshop Equipment

2.8.2.2 SERVICES

- (i) General
- (ii) Cleaning
- (iii) Security
- (iv) Professional
- (v) Repair and Maintenance of Vehicles
- (vi) Building
- (vii) Civil
- (viii) Electrical
- (ix) Mechanical

2.8.2.3 DISPOSALS

2.9 APPLICABLE LEGISLATIVE, NORMATIVE AND REGULATORY PRESCRIPTS

All bidders shall be bound by '*inter alia*' the following prescripts;

- (i) The Constitution of the Republic of South Africa Act, 1996 (Act No. 108 of 1996)
- (ii) Preferential Procurement Policy Framework Act (Act No. 5 of 2000)
- (iii) Preferential Procurement regulations, 2001
- (iv) Limpopo Preferential Procurement Policy, 2005
- (v) Broad Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003)
- (vi) Public Finance Management Regulations: Framework for Supply Chain Management published on 05 December 2003
- (vii) National Small Business Act, 1996, (Act 102 of 1996)
- (viii) All National and Provincial Practice notes on Supply Chain Management and other sectoral legislations.

3. BID INVITATIONS

3.1.	SERVICES			
<i>Bid No.</i>	<i>Description</i>	<i>Contact Person</i>	<i>Price for Bid Document</i>	<i>Closing Date</i>
(a)	GENERAL			
EDDP 516	<p>To train 1000 Pre Grade R early childhood development practitioners towards acquiring level 4 NQF Qualification</p> <p>Department of Education</p> <p>Compulsory Briefing Session</p> <p>Date: 04 March 2010 Venue: Mastec (Seshego) Time: 10H00</p>	<p>Ms. T.M. Mangoai @ 015 290 7613 / 7614</p> <p>Ms. M.M. Moemi @ 015 223 2442</p> <p>Ms. M.M. Makgae @ 015 223 2444</p>	R 50 – 00 NON REFUNDABLE	15/03/ 2010 @11H00
(b)	SECURITY			
PUDP 404	<p>Rendering of security services at Head Offices</p> <p>Period : 01 April 2010 to 31 March 2013</p> <p>Department of Roads and Transport</p>	<p>Mr. S. Mokonane @ 015 294 8231</p> <p>Ms. K.R. Malibana @ 015 295 1126</p>	R 50 – 00 NON REFUNDABLE	04/03/ 2010 @11H00
PUDP 410	<p>Rendering of security services at Vhembe District Offices</p> <p>Period: : 01 April 2010 to 31 March 2013</p> <p>Department of Roads and Transport</p>	<p>Mr. S. Mokonane @ 015 294 8231</p> <p>Ms. K.R. Malibana @ 015 295 1126</p>	R 50 – 00 NON REFUNDABLE	04/03/ 2010 @11H00

4. NOTICES TO ALL BIDDERS

4.1. PUBLIC NOTICE: ***BID No. LGDP 07/2010: REQUEST TO SUBMIT PROFILES OF SERVICE PROVIDERS TO REGISTER IN THE DATABASE FOR TOWN & REGIONAL PLANNERS AND PROFESSIONAL LAND SURVEYORS.***

If the director of the company is employed by one of the spheres of government (National, Provincial or Municipality), the official should submit an official consent letter from the employer to execute work outside his/her work-place for remuneration.

1. Town and Regional planners should submit the following in order to qualify to be listed in the Departmental Database:

NB: Only Town and Regional planners who are registered in terms of Planning Profession Act, (Act 36 of 2002) will be considered.

- Company profile (Including contracts details and proof of residence – Municipal or Telkom Statement for the past three months)
- Company Registration
- VAT Registration
- Valid Original Tax Clearance Certificate
- Certificate of Qualifications of the main and of all directors in the company (Only certified Certificates issued in terms of Planning Profession Act 36 of 2002 will be considered)
- Certificate of registration of director (s) as Town and Regional planner(s) (TRPSA) or Town and Regional Planning Technician(s) (TRPTSA) with the South African Council for planners (SACPLAN) or South African Council for Town and Regional Planners.

2. Professional land Surveyors

NB: Only Professional Land Surveyors who are registered with PLATO to execute cadastral surveying for the purpose of the approval of the General plans by the Surveyor General Office according to Land Survey Act,(Act 8 of 1997)

- ❖ Company profile (Including contracts details and proof of residence – Municipal or Telkom Statement for the past three months)
- ❖ Company Registration
- ❖ VAT Registration
- ❖ Valid Original Tax Clearance Certificate
- ❖ Certificate of Qualifications of the main and of all directors in the company
- ❖ One certified copy of qualification
- ❖ One certified copy of registration with PLATO.

The proposals shall be sealed in an envelope marked: "***Bid No. LGDP 07/2010: REQUEST FOR PROFILES FOR SERVICE PROVIDERS TO REGISTER ON THE DATABASE FOR TOWN & REGIONAL PLANNERS AND LAND SURVEYORS***" and deposited in the bid box located in the Department of Local Government & Housing – Supply Chain Management at NO.12 – 20th Avenue Industria Ladanna.

Enquiries on terms of reference should be directed to **Mr. R.Dali (015 294 2000)** or **Ms.W.C. Pretorius (015 294 1924)**

Closing date for submission of proposals is **17 March 2010 at 11H00**

NB: Late submission will not be accepted.

4.2. PUBLIC NOTICE:REQUEST FOR ADVERTISEMENT OF DATABASE IN THE PROVINCIAL TENDER BULLETIN.

The **Department of Provincial Treasury** is requesting all potential service providers within the Province to come and register to its database. The registration will cover the following categories:

- (i) Electrical Services
- (ii) Plumbing Services
- (iii) Accounting and Auditing Services.

NB: Database forms will be available on the departmental website, and will be made available also at strategic points within the department premises including all the tender Advice Centres

The closing date for submission is 31 March 2010.

4.9. INVITATION TO WORKSHOPS AND TRAINING ON TENDERING PROCEDURES

4.9.1. CAPRICORN SUPPLY CHAIN MANAGEMENT ADVICE CENTRE.

(A) WORKSHOPS

DATE	VENUE	TARGET	MUNICIPALITY	TIME
24-25/02/2010	Mathabatha T/A	SMME's	Lepelle-Nkumpi	10H00

For more information please contact Ms. M.M. Masindi @ (015) 291 8647 or Cell: 082 319 7341

4.9.2. MOPANI SUPPLY CHAIN MANAGEMENT ADVICE CENTRE

(A) WORKSHOPS

DATE	VENUE	TARGET	MUNICIPALITY	TIME
17-18/02/2010	Sekgopo Community Hall	SMME's	Letaba	10H00
25-26/02/2010	Makhushwane T/A	SMME's	Ba-Phalaborwa	10H00

For more information please contact Mr M.B. Mbedzi @ (015) 812 0149 or Cell: 083 277 2114

4.9.3. SEKHUKHUNE SUPPLY CHAIN MANAGEMENT ADVICE CENTRE

(A) WORKSHOPS

DATE	VENUE	TARGET	MUNICIPALITY	TIME
16-17/02/2010	Fetakgomo	SMME's	Fetakgomo	10H00
24-25/02/2010	Tubatse	SMME's	Tubatse	10H00
10-11/03/2010	Marble Hall	SMME's	Marble Hall	10H00

For more information please contact Mr. M.S. Sehale @ (013) 265 1344 or Cell: 082 802 4179

4.9.4. VHEMBE SUPPLY CHAIN MANAGEMENT ADVICE CENTRE

(A) WORKSHOPS

DATE	VENUE	TARGET	MUNICIPALITY	TIME
24-25/02/2010	Thengwe T/A	SMME's	Mutale	10H00

For more information please contact Mrs. A Budeli @ (015) 962 1752 or Cell: 079 899 6303

The above information can also be accessed from www.limtreasury.gov.za

5. LIST OF SCM SATELLITE OFFICES

NB: BUSINESS ENTITIES CAN ACCESS TENDER BULLETINS ON WEEKLY BASIS FROM INSTITUTIONS INDICATED BELOW

CAPRICORN	VHEMBE	MOPANI	WATERBERG	SEKHUKHUNE
Lebowakgomo (Economic Development Government Complex) Tel. No. (015) 633 7126	Dzanani Revenue Office Tel. No. (015) 970 4969	Namakgale Revenue Office Tel. No. (015) 761 3119	Libsa Thabazimbi: No.08 Riet Bok Street Tel. No. (014) 772 2437	Tubatse Libsa Tubatse Municipality Tel. No. (013) 231 8530
Seshego, Zone 4 (Economic Development Offices) Tel. No. (015) 223 7990	Malamulele Revenue Office Tel. No. (015) 871 0608	Ritavi DCO Tel. No. (015) 303 0455	Libsa Lephalale No. 3A Venter Street Tel. No. (014) 763 2834	Fetakgomo Libsa Fetakgomo Municipality Tel. No. (015) 622 8904
Mankweng (Magistrate Office) Tel. No. (015) 267 2000	Musina Revenue Office Tel. No. (015) 534 2713	Naphuno Magistrate Office Tel. No. (015) 355 4972	Bela-Bela Local Municipality (Bela-Bela) Tel. No. (014) 736 8000	Atok Thusong Service Centre Atok
Ramokgopa (Mothupi MPCC) Tel. No. (015) 526 2672	Mutale Revenue Office Tel. No. 072 252 7153	Lulekani Magistrate Offices Tel. No. (015) 783 0486	Mookgophong Local Municipality (Mookgopong) Tel.No. (014) 743 1111	Maatla-ke batho Libsa Marblehall Tel. No. (013) 261 2642
Bochum: (Economic Development Building opposite shopping complex) Tel. No. 076 369 4824	Soutpansberg Revenue Office Tel. No. (015) 516 0002	Economic Development Offices in Tzaneen 20b Peace Street, Cnr Peace and Hermanus Tel. No. (015) 307 1195	Libsa Mokopane 90 Retief Street Tel. 015 491 8582 Fax: 015 491 8584	Seda Groblesdal Tel. No. (013) 262 3651
	Tshilwavhusiku Revenue Office (015) 571 5277	Bolobedu Revenue Office Tel. No. (015) 328 3377	Mokerong Magistrate Office – Mahwelereng Tel. 015 483 0880 Fax: 015 483 0880	
	Tshitale Revenue Office Tel. No. (015) 975 1717	Hlanganani Revenue Office operating within Khomanani Tribal Authority at Majosi. Tel. No. 072 304 3916		
	Vuwani Revenue Office Tel. No. 072 058			

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6. BUSINESS LINKS

Business entities can seek assistance from institutions indicated below:	
NAME AND ADDRESS OF THE INSTITUTION	
FUNDING	
a) LIMPOPO DEVELOPMENT AGENCY 46 Landros Mare Street Post Office Building, 2 nd Floor Polokwane 0700 Tel: (015) 295 5120	
b) NEF West Block 187 Rivonia Road Morning Side Melrose North 2076 Tel: (011) 305 8000	
c) Khula Enterprise Finance Limited 78 Hans Van Rensburg Street Old Mutual 3 rd Floor, Office 304 Polokwane 0700 Tel: (015) 297 0142	
d) National Youth Development Agency 60 Schoeman Street Crescent Building Shop No. 10 (Entrance in Grobler Street) Polokwane 0699 Tel: (015) 294 0800 Reception – (015) 294 0801 Direct Line - (015) 086 537 6473 Fax Line	
REGISTRATION OF BUSINESS ENTITIES	
a) Companies and Intellectual Property Registration Office (CIPRO) Box 429 Pretoria 0001 Tel: (012) 394 5363	
b) SMALL ENTERPRISE DEVELOPMENT AGENCY Cnr Biccard & Jorissen Street Maneo Building, 2 nd Floor, Suite 6 Polokwane Tel: (015) 297 4422 (phone to get the nearest office in your district) Mike Lusunzi	
BUSINESS OPPORTUNITIES	

Information on available business opportunities, particularly for SMME's can be sought from the Enterprise Development Desk, at the Department of Economic Development, Environment and Tourism.

The contact details are as follows:-

Cnr Suid and Dorp Street
Polokwane
0700
Tel: (015) 290 7000

REGISTRATION FOR VALUE ADDED TAX (VAT)

Any business entity doing business with government may register for Value Added Tax (VAT).

Government may not do business with any entity that does not comply with the requirement of South African Receiver of Revenue Services (SARS)

45 Landros Mare Street
Polokwane
0700
Tel: (015) 299 7000 (Call to get the details of the nearest office in your district)

7. PARTICULARS OF ALL PROVINCIAL DEPARTMENTS

BIDS WITH THE FOLLOWING NUMBERS ARE SOLD AT VARIOUS SCM ADVICE CENTERS AND DEPOSITED AT THE FOLLOWING ADDRESSES:-

PRDP	Sold at: Office of the Premier 40 Hans van Rensburg Street, POLOKWANE and all SCM Advice Centres
	Deposited at: Office of the Premier 40 Hans van Rensburg Street, POLOKWANE
HEDP	Sold at: Department of Health and Social Development Office No. B20, First Floor, Old Capricorn Building, 18 College Street, POLOKWANE and all SCM Advice Centres
	Deposited at: Departmental Bid Box at the Department of Health and Social Development at 18 College Street, New Head Office Complex,, POLOKWANE
LPT	Sold at: Provincial Treasury 56 – 58 Paul Kruger Street, POLOKWANE and all SCM Advice Centres
	Deposited at: Provincial Treasury 46 Hans van Rensburg Street, Ismini Towers, (Ground Floor Security Point Terminal), POLOKWANE
EDDP	Sold at: Department of Education Corner 113 Biccard and 24 Excelsior Streets, POLOKWANE and all SCM Advice Centres
	Deposited at: Department of Education Corner 113 Biccard and 24 Excelsior Streets, POLOKWANE
PUDP	Sold at: Department of Roads & Transport 40 Paul Kruger Street, POLOKWANE and all SCM Advice Centres
	Deposited at: Department of Roads & Transport 40 Paul Kruger Street, POLOKWANE
SSDP	Sold at: Department of Safety, Security and Liaison, 32 Schoeman Street, POLOKWANE and all SCM Advice Centres
	Department of Safety, Security and Liaison 32 Schoeman Street, POLOKWANE
LGDP	Department of Local Government and Housing: Documents sold at 28 Market Street, Office No. 134, Polokwane - collected and deposited at No 12-20 th Avenue, Industria, POLOKWANE
DSAC	Sold at: Department of Sport, Arts and Culture Olympic Towers, Corner Rabe and Biccard Street, POLOKWANE and all SCM Advice Centres
	Deposited at: Department of Sport, Arts and Culture Olympic Towers, Corner Rabe and Biccard Street, POLOKWANE
EDET	Sold at: Department of Economic Development, Environment & Tourism, 90 Bok Street, Polokwane and all SCM Advice Centres
	Deposited at: Department of Economic Development, Environment and Tourism 20 Hans van Rensburg

	Street, Evridiki Towers, (Ground Floor Security Point Terminal), POLOKWANE
TC/LP	Sold at: 56 - 58 Paul Kruger Street, POLOKWANE (Provincial Treasury) and all SCM Advice Centers
	Deposited at: 40 Hans van Rensburg Street, POLOKWANE (Office of the Premier).
LDPW AND WODP	Sold at: Department of Public Works-Corner River and Blaauberg Streets, Ladanna, POLOKWANE and all SCM Advice Centres
	Deposited at: Department of Public Works-Corner River and Blaauberg Streets, Ladanna, POLOKWANE
ACDP	Sold at: Department of Agriculture, 69 Biccard Street, POLOKWANE and all SCM Advice Centres
	Deposited at: Department of Agriculture 69 Biccard Street POLOKWANE
RFB: LIMP	Sold at: SITA Limpopo Office at 27 Market Street, Polokwane
	Deposited at: SITA Limpopo's bid box. The bid box is situated at the Main Entrance of SITA Limpopo Office: 27 Market Street, Polokwane
LTP	Sold at: Limpopo Tourism & Parks, 67A Paul Kruger Street, Polokwane, 0699
	Deposited at: Limpopo Tourism & Parks, 67A Paul Kruger Street, Polokwane, 0699
LIMPOPO GAMBLING BOARD	Sold at: Limpopo Gambling Board from the Supply Chain Management Unit at 22 Schoeman Street, Polokwane, from 08H30 to 16H00
	Deposited at: Limpopo Gambling Board in the tender box at 22 Schoeman Street, Polokwane