

# **TENDER BULLETIN**

Number: 12 OF 2009/10 FY

Date: 10 JULY 2009

## **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](http://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. NHBRC, 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			
Bid No.	Description	Contact Person	Price for Bid Document	Closing Date
<b>(a)</b>	<b>GENERAL</b>			
HEDP 001/09	Rendering of catering services at Van Velden Hospital: Period: <b>01/12/2009 to 30/11/2011:</b> Department of Health and Social Development	Mr. Daddy Matthews @ (015) 293 6198  Mrs. Moselana M.C. @ (015) 293 6352  Ms Maropola T.G. @ (015) 293 6284	R100-00 NON-REFUNDABLE	13/08/2009 @ 11H00
ACDP 09/10	Outsourcing service for capacity building programme at Western Cluster Region-Capricorn, Sekhukhune and Waterberg District: Department of Agriculture.  <b>NB: Compulsory briefing session</b> Date: 23 July 2009 Venue: Agrivillage 1, Main Boardroom: 69 Biccard Street, Polokwane. Time: 10H00	Mr. Mahori T.D. @ (015) 294 3000  Ms Mathabatha R.D. @ (015) 294 3000	R50-00 NON-REFUNDABLE	07/08/2009 @ 11H00
ACDP 09/11	Outsourcing service for capacity building programme at Eastern Cluster Region-Mopani and Vhembe District: Department of Agriculture.  <b>NB: Compulsory briefing session</b> Date: 23 July 2009 Venue: Agrivillage 1, Main Boardroom: 69 Biccard Street, Polokwane. Time: 10H00	Mr. Mahori T.D. @ (015) 294 3000  Ms Mathabatha R.D. @ (015) 294 3000	R50-00 NON-REFUNDABLE	07/08/2009 @ 11H00
<b>(b)</b>	<b>GENERAL</b>			

HEDP 003/09	<p>Conversion of sixty (60) Ambulances:  Period: <b>01/12/2009 to 28/02/2010:</b>  Department of Health and Social Development.</p> <p><b>NB: Compulsory briefing session</b>  Date: 30 July 2009  Venue: Auditorium of Department of Health and Social Development at 18 College Street, Polokwane.  Time: 10H00</p>	<p>Messrs Mangena M.P. @ (015) 293 6387</p> <p>Baloyi M.H. @ 082 818 5175</p> <p>Dennison D. @ 083 635 0601</p> <p>Mrs. Moselana M.C. @ (015) 293 6352</p> <p>Ms Maropola T.G. @ (015) 293 6284</p>	R100-00 NON-REFUNDABLE	13/08/2009 @ 11H00
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#### 4. APPROVED BIDS

4.1 The Departmental Bid Adjudication Committee for the Department of Agriculture has awarded the bid as follows:-

BID NO.	DESCRIPTION OF SERVICE	SERVICE PROVIDER	AMOUNT
ACDP 08/58	Telephone least cost routing	Orion Telecoms t/a Vox Orion	The cost of the bid will be realized through savings as per telephone cost routing solution proposal

4.2 The Departmental Bid Adjudication Committee for the Department of Agriculture has awarded the bid as follows:-

BID NO.	DESCRIPTION OF SERVICE	SERVICE PROVIDER	AMOUNT
ACDP 08/57	Supply, delivery and installation of office furniture for the Department of Agriculture at Head Office (Polokwane)	Arethomeng Agencies cc	R 627 370-00

#### 5. NOTICES TO ALL BIDDERS

##### 5.1 INVITATION TO WORKSHOPS AND TRAINING ON TENDERING PROCEDURES

### 5.1.1 CAPRICORN SUPPLY CHAIN MANAGEMENT ADVICE CENTRE

#### TRAINING

DATE	DAYS	TSC	TARGET	TIME
23-24/07/2009	Thursday and Friday	Aganang Municipality	SMMEs	10H00

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

### 5.1.2 SEKHUKHUNE SUPPLY CHAIN MANAGEMENT ADVICE CENTRE

#### WORKSHOPS

DATE	VENUE	TARGET	MODULE	TIME
15-16/07/2009	Elias Motsoaledi	SMMEs	Practical Tendering	10H00

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

### 5.1.3 MOPANI SUPPLY CHAIN MANAGEMENT ADVICE CENTRE

#### (A) WORKSHOPS

DATE	VENUE	TARGET	MODULE	TIME
17/07/2009	Maseke Tribal Authority	SMMEs	Practical Tendering	10H00

#### (B) TRAINING

DATE	DAYS	TSC	TARGET	TIME
29-30/07/2009	Wednesday and Thursday	Greater Tzaneen	SMMEs	10H00

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

### 5.1.4 VHEMBE SUPPLY CHAIN MANAGEMENT ADVICE CENTRE

#### WORKSHOPS

DATE	VENUE	TARGET	MODULE	TIME
08/07/2009	Mutale	SMMEs	Practical Tendering	10H00

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

### 5.1.5 WATERBERG SUPPLY CHAIN MANAGEMENT ADVICE CENTRE

DATE	VENUE	TARGET	MODULE	TIME
15-16/07/2009	Mookgopong	SMMEs	Practical Tendering	10H00

For more information please contact Mr. Mogoroga P.E. @ (014) 717 5837 or Cell: 083 271 7279

The above information can also be accessed from [www.limtreasury.gov.za](http://www.limtreasury.gov.za)

ADDRESSES OF THE PROVINCIAL SUPPLY CHAIN MANAGEMENT OFFICE & SCM ADVICE CENTRES  
NB: TENDER BULLETINS AND TENDER DOCUMENTS MAY BE ACCESSED FROM ALL ADVICE CENTRES

<p><b>HEAD OFFICE</b> Provincial Supply Chain Management Office 56 – 58 Paul Kruger Street POLOKWANE Private Bag x9494 <b>POLOKWANE</b> 0700</p> <p><b>Tel No. (015) 291 8400</b></p> <p>Contact persons: Ms. M.B.Malope: Senior Manager: SCM Advice Centres Cell: 082 805 0544 Mr. Rambuda T.E. – Cell: 083 277 2113</p>	<p><b>Capricorn SCM Advice Centre</b> Limpopo Provincial Treasury 56-58 Paul Kruger Street Private Bag x9494 <b>POLOKWANE</b> 0700</p> <p>Contact person: Ms. Masindi M.M.-(Cell: 082 319 7341)</p>
<p><b>Vhembe SCM Advice Centre</b> Limpopo Provincial Treasury Government Building Complex Office No. E006 <b>THOHOYANDOU</b> <b>VENDA</b> Tel: (015) 962 1752 Fax: (015) 962 1282 Contact Person: Ms.Budeli A.-(Cell: 079 899 6303)</p>	<p><b>Mopani SCM Advice Centre</b> Limpopo Provincial Treasury Private Bag X 1973 <b>GIYANI</b> 0826 Tel: (015) 812 0149 Fax: (015) 812 4686 Contact Person: Mr. Mbedzi M.B. -(Cell: 083 277 2114)</p>
<p><b>Waterberg SCM Advice Centre</b> Limpopo Provincial Treasury 100 Nelson Mandela Street Limpala Building <b>MODIMOLLE</b> Tel: (014) 717 5837 Fax: (014) 717 5670 Contact Person: Mr. Mogoroga P.E.- (Cell: 083 271 7279)</p>	<p><b>Sekhukhune SCM Advice Centre</b> Limpopo Provincial Treasury Lefa Centre, Schoonoord Road <b>JANE FURSE</b> Tel: (013) 265 1344 Fax: (013) 265 1354 Contact Person: Mr. Sehale M.S.-(Cell: 082 802 4179)</p>



**5. LIST OF SCM SATELLITE OFFICES**

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

<b>CAPRICORN</b>	<b>VHEMBE</b>	<b>MOPANI</b>	<b>WATERBERG</b>	<b>SEKHUKHUNE</b>
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	Thabazimbi: (Economic Development Offices) Tel. No. (014) 777 1539	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	Lephalale (Economic Development Offices) Tel. No. (014) 783 1179	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	Mokopane (Economic Development Offices) Tel. No. (015) 483 0880	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		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		Seda Groblesdal Tel. No. (013) 262 3651
	Tshilwavhusiku Revenue Office (015) 571 5277	Bolobedu Revenue Office Tel. No. (015) 328 3377		
	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 1910			

## 6. BUSINESS LINKS

Business entities can seek assistance from institutions indicated below:	
NAME AND ADDRESS OF THE INSTITUTION	
<b>FUNDING</b>	
a)	<b>LIMPOPO DEVELOPMENT AGENCY</b> 46 Landros Mare Street Post Office Building, 2 <sup>nd</sup> Floor Polokwane 0700 Tel: (015) 295 5120
b)	<b>NEF</b> West Block 187 Rivonia Road Morning Side Melrose North 2076 Tel: (011) 305 8000
c)	<b>Khula Enterprise Finance Limited</b> 78 Hans Van Rensburg Street Old Mutual 3 <sup>rd</sup> Floor, Office 304 Polokwane 0700 Tel: (015) 297 0142
d)	<b>Umsobomvu Youth Fund</b> 43 Biccard Street Suite 14 Biccard Building Polokwane 0699 Tel: (015) 291 1940 (phone to get the nearest office in your district)
<b>REGISTRATION OF BUSINESS ENTITIES</b>	
a)	<b>Companies and Intellectual Property Registration Office (CIPRO)</b> Box 429 Pretoria 0001 Tel: (012) 394 5363
b)	<b>SMALL ENTERPRISE DEVELOPMENT AGENCY</b> Cnr Biccard & Jorissen Street Maneo Building, 2 <sup>nd</sup> Floor, Suite 6 Polokwane Tel: (015) 297 4422 (phone to get the nearest office in your district) Mike Lusunzi
<b>BUSINESS OPPORTUNITIES</b>	
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 67 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 <sup>th</sup> 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