



# PRINCE ALBERT MUNICIPALITY

## Tender Notice

**TENDER NUMBER:** 165/2023  
**TENDER DESCRIPTION:** PROVISION OF PROFESSIONAL ELECTRICAL ENGINEERING SERVICES FOR A MULTI-YEAR PERIOD ENDING JUNE 2026.  
**CLOSING DATE & TIME:** 10 October 2023 @ 13H30

Prince Albert Municipality hereby invites tenders for the **PROVISION OF PROFESSIONAL ELECTRICAL ENGINEERING SERVICES FOR A MULTI-YEAR PERIOD ENDING JUNE 2026**. A set of tender documents can be obtained at a non-refundable cost of R 300.00 (including VAT), payable in cash at the cashiers at the Prince Albert Municipality's Financial Division, Thusong Centre, Adderley Street, Prince Albert 6930 or EFT deposit in favour of the Prince Albert Municipality ABSA Bank, Account number 26-4056-0064 Reference: 165/2023 and company name. Documents will be available from 15 September 2023 at the Supply Chain Management Department (Financial Division, Thusong Centre, Adderley Street, Prince Albert, 6930).

Enquiries relating to the tender documents may be addressed as follow:

ENQUIRY TYPE	CONTACT PERSON	CONTACT NUMBER	EMAIL ADDRESS
Technical / Specification related enquiries	Mr. Ashley America	023 541 1036	<a href="mailto:ashley@pamun.gov.za">ashley@pamun.gov.za</a>
Bidding document and SCM enquiries	Mr. David-Leigh Willemse	023 541 1748	<a href="mailto:scm@pamun.gov.za">scm@pamun.gov.za</a>

A **compulsory pre-tender clarification meeting** will be held on Tuesday 19 September 2023 at 11h00 at Infrastructure Services Boardroom, 23 Church Street, Prince Albert (details in tender document). Tenderers who arrive after 11h15 will not be allowed to join the clarification meeting. Tenderers should be represented at the site visit/clarification meeting by a person who is suitably qualified and experienced to comprehend the implications of the work involved. The representative must be an employee of the Tenderer. No representative at the meeting may represent more than one Tenderer.

**The closing time for submission of bids is 13h30 on Tuesday, 10 October 2023.** Bids must be sealed in an envelope clearly marked with the bid number and title given above and placed in the bid box at the Prince Albert Municipality's Financial Division, Thusong Centre, Adderley Street, Prince Albert, on or before the mentioned time and latest date. **Telephonic, facsimile, e-mail and late bids will not be accepted.**

**Bids must remain valid for a period of ninety (90) days after the closing date of the bid.** Bids will be opened on the same day at the Prince Albert Municipality's Financial Division, Thusong Centre, Adderley Street, Prince Albert, 6930 at 13h30. **Late or unmarked bids will not be considered.**

**Tender Documents will NOT be available electronically.** Tender documents must be reserved at [scm@pamun.gov.za](mailto:scm@pamun.gov.za) no less than 48 hours before the date and time of the clarification meeting. Proof of payment must accompany the reservation request.

Bids may only be submitted on the bid documentation that is issued.

**The evaluation of this bid will be subjected to functionality/quality scoring.** Tenderers must achieve the minimum functionality/quality score in order to be evaluated further. The functionality/quality criteria and weighting are set out in the tender document.

Bids will be evaluated according to the 80/20 preference points system. The bids are subject to the Council Supply Chain Management Policy, Preferential Procurement Policy Framework Act, 2000, and the Preferential Procurement Regulations 2022. The preference points system to be applied are as follows:

DESCRIPTION	POINTS
PRICE	80
B-BBEE STATUS LEVEL OF CONTRIBUTOR	10
LOCALITY OF SUPPLIER	10
<b>TOTAL POINS</b>	<b>100</b>

Only those Tenderers who satisfy the following criteria are eligible to submit tenders:

- (i) Tenderers who have in their full time employ a person registered as a Professional Engineer (Pr Eng) or Professional Engineering Technologist (Pr Tech Eng) in terms of the Engineering Professions Act, 2000 (Act No 46 of 2000) AND
- (ii) Tenderers who can demonstrate that they will have in their employ management and supervisory staff satisfying the requirements of the scope of work for labour-intensive competencies for supervisory and management staff during the validity of the contract are eligible to submit tenders.

**Tenderers must be registered on the Central Supplier Database (CSD).** Application to register on the database can be done electronically at <https://secure.csd.gov.za> .

The Municipality reserves the right to withdraw any invitation to bid and/or re-advertise or to reject any bid or to accept a part of it. The Municipality does not bind itself to accept the lowest bid or to award a contract to the Bidder scoring the highest number of points. **No bids will be awarded to persons in service of the state.**

Further requirements for sealing, addressing, delivery, opening and assessment of bids are stated in the Tender Document.

**MR ALDRICK HENDRICKS**  
**MUNICIPAL MANAGER**  
**08 September 2023**