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Better District, Better Life and Growth for all.

www.anda.org.za



Alfred Nzo Development Agency SOC Ltd
Reg nr: 2008/000993/30

28 APRIL 2023

ADVERT: THE APPOINTMENT OF A SERVICE PROVIDER FOR THE PROVISION OF CLEANING SERVICES FOR A PERIOD OF 2 YEARS.

BID NO: ANDA 13/2022/2023

Alfred Nzo Development Agency (ANDA) is a municipal entity of the Alfred Nzo District Municipality established in terms s84 of the Municipal Finance Management Act (MFMA) 56 of 2003. The Agency (ANDA) is mandated to carry out the promotion and implementation of local economic development initiatives and investment and trade promotion on behalf of the District Municipality.

The Agency is situated in Mt. Ayliff in the Eastern Cape Province

ANDA hereby invite bids from suitably qualified service providers to submit proposals for the provision of Cleaning Services for a period of 2 years.

Note to Prospective Bidders: Compulsory submissions (Failure to submit any of the following will result in disqualification).

- Valid SARS pin number confirmation certificate to be included.
- Municipal clearance certificate certifying that no municipal rates and service charges are owed by the bidder and any of its directors to Alfred Nzo District Municipality or to any other municipality where the bidder's business operations are located, are in arrears for more than three months/ Proof of residence/Lease agreement
- Copies of ID Documents and all submitted certificates must be certified with a certification that is not older than 3 months.
- The bid will be evaluated according to the Preferential Procurement Regulations 2022
- Company profile with traceable references
- Joint Venture agreement should be in JV agreement forma (If applicable)
- All bidders should complete MBD 1, MBD 4, MBD 8, MBD9
- All prospective service providers of goods and services and infrastructure procurement are to be registered on Central Database in order to do business with all organs of state in the Republic of South Africa.

The quotations will be evaluated on the basis of the Preferential Procurement Policy Framework Act (Act No.5, 2000), and the regulations pertaining thereto (2022), as well as the Alfred Nzo Development

Agency's Supply Chain Management policy. The 80/20 preference point system will be used as per the ANDA SCM policy.

PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT (PPPFA) POINTS WILL BE AWARDED AS FOLLOWS:

ANDA subscribes to the Preferential Procurement Regulations 2022, pertaining to the Preferential Procurement Policy Framework Act (PPPFA) principles whereby a bidder's submission will be evaluated according to the sum of the award of points in respect of the tender value and Specific Goals.

Price and Preference goal 3 will be used for evaluation. The 80/20 preferential point system will be applicable, with 80 points for price and 20 points for Specific Goals.

The bids will be evaluated in two stages, namely:

- **Stage 1- Minimum compliance and mandatory responsiveness criteria**
- **Stage 2 - Price and Preference Point system (Goal 3)**

Bids will be evaluated in terms of the SCM Policy of Alfred Nzo Development Agency and shall be applied as follows: -

All proposals received shall firstly be evaluated on Minimum compliance and mandatory responsiveness criteria and then after the Preference Point system will be applicable.

The submitted proposals are to be evaluated using the 80/20 preference points system in accordance with the PPPFA guidelines. Based on this system the points will be allocated as follows:

- **Price – 80%**
- **Specific Goal 3 – 20%**

Only service provider(s) that can demonstrate the required experience and skills relating to the execution of this project will be considered. The following criteria will be taken into account for the appointment of a successful Service provider(s).

ITEM	WEIGHT
<p><u>STAGE 1</u></p> <p>In this stage all proposals received will be verified for compliance and completeness as per set of the minimum requirements listed under section 6 and 7 of the TORs. Service Providers who comply with the listed requirements progresses to the next phase of bidder(s) price and preference evaluation requirements.</p> <p>NB: Only bidders who fully comply with minimum requirements progress to the next stage</p>	100%
<u>STAGE 2: PRICE & PREFERENCE POINTS</u>	
Price	80
Preferential Goal 3- Combination of any Goals	20

SPECIFIC GOAL 3: COMBINATION OF ANY GOALS	Attachment to claim maximum points	Criteria Points
Business owned more than 50% by Priority population groups (Black/Indian etc.)	CIPC certificate, Certified ID, detailed CSD	8
Business owned more than 50% by Women	CIPC certificate, Certified ID, detailed CSD	5
Business owned more than 50% by Youth	CIPC certificate, Certified ID, detailed CSD	5
Business owned more than 50% by Disabled	Attach signed letter from Health practitioner	2
TOTAL WEIGHT		20

SUBMISSION OF PROPOSALS

The completed proposal must be submitted in a sealed envelope endorsed with the Bid No: **ANDA 13/2022/2023 The Appointment of a Service Provider for the Provision of Cleaning Services for a period of two years**. The sealed envelope must be deposited in the Tender Box, located inside at reception area of Alfred Nzo Development Agency not later than **12h00** on the **30 MAY 2023**. The submissions will be opened in public. Emailed or faxed proposal will be disqualified, Alfred Nzo Development Agency reserves the right to accept or not to appoint service provider.

DOCUMENTATION

The Bid Documents shall be available at a non-refundable cost of R 500.00 (VAT inclusive) per Document, to be collected at the Supply Chain Management Office, 1400 Hospital Road, Umzimvubu Goats Complex, Mount Ayliff, 4735. All Bidders are required to attach proof of payment receipts on their document when submitting bids.

To receive copies via email after payment, payment to be made at ANDA Bank Account, FNB Bank Cheque Account: 622 152 90 355 (& please quote your company name as the reference), kindly send an email to makhatham@anda.org.za to obtain the tender document (& please make sure you attach proof of payment, and state the project name of the document you are requesting). Document is available by Email, and can be requested from the ANDA offices.

BID ENQUIRIES

For any queries please contact Ms S.Jijana at telephone number 039 492 0011/ 072 846 6566 during office hours, email address jijanas@anda.org.za; Ms. Ms Olona Sompao for SCM related queries at tel. number 039 492 0011/ 066 440 7301 or email: sompao@anda.org.za



Mr. N.R Xolo
Acting Chief Executive Officer

