



STEVE TSHWETE LOCAL MUNICIPALITY

Your ref.

Telephone (013) 2497000

Fax (013) 2432550

Our ref. 8/1/1 (J. Naudé)/Igrob
Quotes 2009/2010

P O Box 14
MIDDELBURG, MPUMALANGA
1050

E-Mail : council@stevetshwetelm.gov.za

www.stevetshwetelm.gov.za

DEPARTMENT EXECUTIVE MANAGER FINANCE INVITATION TO RENDER AUCTIONEER SERVICES

Auctioneer:

Auction: **Written Off Auction for Assets, Scrap & Stock Obsolete Asset March 2010**

In order to appoint an auctioneer to conduct Council's auction which is planned to be held on 10 March 2010 at the Service Centre Corner Church and Protea Street, Middelburg, all prospective bidders are invited to please forward their quotation for attention to the Executive Manager Finance on or before Friday, 5 February 2010, as per attached advertisement.

The specifications will be as follows:

1. The percentage commission due to the auctioneer must be clearly stated.
2. The auctioneer must ensure that all goods / property sold at the auction, are removed from the Council's premises within three (3) days of payment. Council shall not be responsible for any loss or damage to property or goods not so removed once the sale is concluded.
3. The auctioneer will be held liable for the collection of all monies due to the Council by the purchaser.
4. The auctioneer will be responsible to pay within three (3) days from the date of auction, all monies due to the Council.

5. The purchaser must pay value added tax on all goods / property sold by means of public auction. The auctioneer will be held liable to ensure that VAT is paid over to the Council within three (3) days from the date of the auction.
6. The auctioneer must provide proof that he is registered at the Institute of Auctioneers.
7. The auctioneer's conditions of sale of property will be subject to the approval of the Executive Manager Finance.
8. The annual auction of redundant assets and scrap material is to be held on the corner of Church and Protea Streets, Municipal Service Centre. It must be clearly stated if advertisement costs are covered by the quotation, as well as the number and type of media to be used.
9. **QUOTATIONS must be forwarded no later than Friday, 5 February 2010.**
10. **General Information**

A sealed envelope marked "***Auction for written off assets, scrap & stock***" containing the written quotation from qualifying service provider or contractor to be submitted in the Box marked "***Quotations***" at the Municipal Stores Office situated at the Corner Church (Kerk) and Protea Streets. The closing time for submission of the quotations is **12:00 on 5 February 2010**, contact person is Mr. Peet van der Merwe, (013) 282 5303.
11. In order to update Council's vendor database it is compulsory for **ALL SERVICE PROVIDERS** to visit Mr. Peet van der Merwe or Mr. Jabu Mahlangu at the Municipal Stores on the Corner of Church(Kerk) Street and Protea, Middelburg to complete the necessary form and to submit a completed application *prior to submitting the quotation.*



STEVE TSHWETE LOCAL MUNICIPALITY

Telephone (013) 2497000

Fax (013) 2432550

Your ref.

Our ref. 8/1/1 (J. Naudé)/Igrob
Quotes 2009/2010

P O Box 14
MIDDELBURG, MPUMALANGA
1050

www.stevetshwetelm.gov.za

E-Mail : council@stevetshwetelm.gov.za

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2001

PURCHASES

This preference form must form part of all bids invited. It contains general information and serves as a claim form for Historically Disadvantaged individual (HDI) preference points as well as a summary for preference points claimed for attainment of other specified goals.

NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF EQUITY OWNERSHIP BY HISTORICALLY DISADVANTAGED INDIVIDUALS (HDI'S), AS PERSCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2001.

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to all bids:

- the 80/20 system for requirements with a Rand value of up to R1 000 000,00 ; and
- the 90/10 system for requirements with a Rand value above R1 000 000,00

1.2 The value of this bid is estimated to exceed R500 000 and therefore the 80/20 system shall be applicable.

1.3 Preference points for this bid shall be awarded for:

(a) Price; and

(b) Specific contract participation goals, as specified in the attached forms.

1.3.1 The points for this bid are allocated as follows:

POINTS

1.3.1.1 **PRICE** 80

1.3.1.2 **SPECIFIC CONTRACT PARTICIPATION GOALS**

a) Historically Disadvantaged Individuals :

i) who had no franchise in national elections before the 1983 and 1993 Constitutions 10

ii) who is a female 5

iii) who has a disability 5

b) Other specific goals

i) Locality 10

ii) Previous Work (-10)

Total points Price, HDI'S goals must not exceed 100

Separate Preference Points Claim Forms will be used for the promotion of the specific goals for which points have been allocated in paragraph 1.3.1.2 (b) above.

1.4 Failure on the part of a bidder to fill in and/or to sign this form may be interpreted to mean that preference points are not claimed.

1.5 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

2. POINTS AWARDED FOR PRICE

2.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

80/20 or 90/10

$$P_s = 80 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right) \quad \text{or} \quad P_s = 90 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where

= Points scored for price of bid under consideration

= Rand value of bid under consideration

n = Rand value of lowest acceptable bid



STEVE TSHWETE
LOCAL MUNICIPALITY

Your ref.

Telephone (013) 2497000

Fax (013) 2432550

Our ref. 8/1/1 (J. Naudé)/lgrob
Quotes 2009/2010

P O Box 14
MIDDELBURG, MPUMALANGA
1050

E-Mail : council@stevetshwetelm.gov.za www.stevetshwetelm.gov.za

DECLARATION OF INTEREST (MBD 4)

1. No bid will be accepted from persons in the service of the state.
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority and/or take an oath declaring his/her interest.
3. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid:

3.1 Full Name : _____

3.2 Identity Number : _____

3.3 Company Registration Number : _____

3.4 Tax Reference Number : _____

3.5 VAT Registration Number : _____

3.6 Are you presently in the service of the state*

 YES NO

3.6.1 If so, furnish particulars

.....
.....

3.7 Have you been in the service of the state for the past twelve months?

 YES NO

3.7.1 If so, furnish particulars

.....
.....

3.8 Do you, have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid?

 YES NO

3.8.1 If so, furnish particulars

.....
.....

3.9 Are you, aware of any relationship (family, friend, other) between a bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid?

 YES NO

3.9.1 If so, furnish particulars

.....
.....

3.10 Are any spouse, child or parent of the company's directors, managers, principle shareholders in service of the state?

YES

NO

3.10.1 If so, furnish particulars

.....
.....

CERTIFICATION

I, the undersigned (Name)

Certify that the information furnished on this Declaration form is correct.

I accept that the state may act against me should this Declaration prove to be false.

_____ SIGNATURE	_____ DATE
_____ POSITION	_____ NAME OF BIDDER

*** Note each page of the declaration must be initialled**



STEVE TSHWETE LOCAL MUNICIPALITY

Telephone (013) 2497000

Fax (013) 2432550

Your ref.

Our ref. 8/1/1 (J. Naudé)/lgrob
Quotes 2009/2010

P O Box 14
MIDDELBURG, MPUMALANGA
1050

E-Mail : council@stevetshwetelm.gov.za

www.stevetshwetelm.gov.za

BID DECLARATION WITH REGARD TO EQUITY

(Only be completed if not registered on Council's Suppliers Database)

1. Name of firm : _____
2. VAT Registration Number : _____
3. Company Registration Number : _____

2. Type of firm

- Partnership
- One person business/sole trader
- Close corporation
- Company
- (Pty) Ltd

(Tick applicable box)

3. **Describe principal business activities**

.....
.....
.....

4. **Company Classification**

- Manufacturer
- Supplier
- Professional service provider
- Other service providers, e.g. transporter, etc

(Tick applicable box)

5. **Municipal Information**

Municipality where business is situated:

.....

Consumer Account Number:

Stand Number:

6. **Total number of years the firm has been in business?**

.....

7. List all Shareholders by Name, Position, Identity Number, Citizenship, HDI status and ownership, as relevant. Information to be used to calculate the points claimed in paragraph 8.

Name	Date / Position occupied in Enterprise	ID Number	*HDI Status			% of business / enterprise owned
			No franchise prior to elections	Women	Disabled	

***Indicate YES or NO**

8. **Consortium / Joint Venture**

In the event that preference points are claimed for HDI members by consortia / joint ventures, the following information must be furnished in order to be entitled to the points claimed in respect of the HDI member:

Name of HDI member	Percentage (%) of the contract value managed or executed by the HDI member

9. I/we, the undersigned, who warrants that he/she is duly authorised to do so on behalf of the firm certify that points claimed, based on the equity ownership, qualifies the firm for the preference(s) shown and I / we acknowledge that:

- (i) The information furnished is true and correct.

