



RUSTENBURG LOCAL MUNICIPALITY

QU/05/122/2022/23 - APPOINTMENT OF A SERVICE PROVIDER TO SUPPLY CATERING FOR 2023
COUNCILLORS LEGISLATIVE LEKGOTLA

1. Documents will be available on the Rustenburg Local Municipality website
2. A compulsory briefing session will be held **26 January 2023 from 09H00– 10H00 @ Mpheni House**
3. Sealed bid documents marked: **“QU/05/122/2022/23 - Appointment of a Service Provider to Supply Catering for 2023 Councillors Legislative Lekgotla”** must be placed in the bid box in the foyer of the Municipal offices, Missionary Mpheni House, Beyers Naude Drive, Rustenburg not later than **26th January 2023 @ 09H00**
4. The bid will be evaluated as follows: **Administrative evaluation (document completion and attachment of mandatory documents), 80/20 preferential point system (price = 80 & BBBEE points = 20) and Consideration of the market analysis.**
5. Please note that no bid documents given to couriers will not be signed for by Rustenburg Local Municipality.
6. The Council will not be responsible for bids not received or received late by mail. Bids will remain valid for 90 days (Ninety).
7. All bids will be adjudicated based on the prescribed criterion as stipulated in the document.
8. An updated record of payment of rates, taxes and services to the relevant Municipality must be attached. Failure to do so will invalidate the bid submitted
9. No bids will be considered from any person(s) in the service of the state (as defined in Regulation 1 of Local Government: Municipal Supply Chain Management Regulations).
10. Objections or complaints must be submitted in writing to the Municipal Manager at the address stated, and must contain the following:
 - (a) reasons and/or grounds for the objection or complaint.
 - (b) the way in which the objector or complainant's rights have been affected; and
 - (c) the remedy sought by the objector or complainant.
11. Any objection or complaint must reach the Municipal Manager with a 14-day period after award has been made. Late objections or complaints will not be entertained.
12. **Bidders are encouraged to supplement their submission of bid documents with a marked USB (Memory Stick)**
13. All bids must be submitted on the official forms provided and a successful bidder will be required to fill and sign a written Contract Form (MBD 7).


Mr D Magoma
Unit Manager SCM


Ms Martha Tebeli
Manager: Office of the Speaker