



PRINCE ALBERT MUNICIPALITY

Tender Notice

TENDER NUMBER: 188/2024
TENDER DESCRIPTION: SUPPLY AND DISPENSING OF FUEL FOR MUNICIPAL VEHICLES FOR A CONTRACT PERIOD ENDING 30 JUNE 2025
CLOSING DATE & TIME: 13 DECEMBER 2024 @ 13H30

Prince Albert Municipality hereby invites formal tenders for the **SUPPLY AND DISPENSING OF FUEL FOR MUNICIPAL VEHICLES FOR A CONTRACT PERIOD ENDING 30 JUNE 2025**. Tender documents are available at no charge from the Prince Albert Municipality Website at www.pamun.gov.za (Website navigation is as follow: Procurement, Tenders available). **Tender documents will be available from 29 November 2024 at 12h00.**

Alternatively, a hard copy set of tender documents can be obtained from Ms. Christa Baadjies (Finance Division, Thusong Centre, Prince Albert, 6930) during office hours (Monday-Thursday, 07h30 to 16h00) and Friday (07h30 to 15h30) at a non-refundable cost of R 150.00 (VAT Included), payable in cash at the cashiers at the Prince Albert Municipality's Finance Division or via EFT deposit in favour of the Prince Albert Municipality, ABSA Bank, Branch code 632005, and Account number 2640-5600-64. Reference to be used: T188/2024 and company name.

Bids must remain valid for a period of ninety (90) days after the closing date of the bid. Enquiries can be directed as follow:

| TYPE OF ENQUIRY | CONTACT PERSON | CONTACT NUMBER | EMAIL ADDRESS |
|---|--------------------------|----------------|--|
| Bidding procedures and tender documents | Ms. Christa Baadjies | 023 541 1668 | scm@pamun.gov.za |
| Technical / Specification related Enquiries | Mr. David-Leigh Willemse | 023 541 1036 | willemsed@pamun.gov.za |

Bids must be submitted in sealed envelopes, clearly marked with the tender number and tender description. Bidders that fail to adhere to this requirement, will be disqualified at the bid opening. Late or unmarked bids will not be considered. **Telegraphic, telephonic, telex, facsimile, e-mail and late bids will not be accepted.**

Bids must be deposited in the tender box at the Finance Division (Thusong Centre, Adderley Street, Prince Albert, 6930). The tender box will be open as follow:

Monday to Thursday: 07h30 and 16h00

Fridays: 07h30 and 15h30.

Bids will be opened in public immediately after the closing date at the Finance Division Boardroom (Finance Building, Thusong Centre).

Bids will be evaluated according to the 80/20 preference points system. The bids are subject to the Council's Supply Chain Management Policy, the Municipal Preferential Procurement Policy, and the Preferential Procurement Regulations, 2022 (Government Gazette 47452, dated 04/11/2022). The General Conditions of Contract is also applicable. **Tenderers must be registered on the Central Supplier Database (CSD) if they wish to conduct business with the municipality.**

The preferential points system applied (80/20) in terms of the Preferential Procurement Policy are as follow:

| | |
|-------------------------------------|------------|
| PRICE | 80 |
| B-BBEE STATUS LEVEL OF CONTRIBUTION | 10 |
| LOCALITY | 10 |
| TOTAL POINTS | 100 |

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 CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE AS DEFINED IN THE MUNICIPAL SUPPLY CHAIN MANAGEMENT REGULATIONS.

N. VAN STADE
Acting Municipal Manager
29 November 2024