

## MOSSEL BAY MUNICIPALITY

### INVITATION TO SUBMIT FORMAL WRITTEN QUOTATIONS

CLOSING TIME: 12h00

CLOSING DATE: 24 NOVEMBER 2023

#### FWQ81/2023/2024: SUPPLY, DELIVERY AND INSTALLATION OF WOODEN PLAYPARK EQUIPMENT (JUNGLE GYM) AND A SURROUNDING RODEO FENCE

Formal written quotations are hereby invited from Contractors with a CIDB grading of 1GB or higher for the supply, delivery and installation of wooden playpark equipment (Jungle Gym) and a surrounding rodeo fence at Herbertsdale, Sourie Street, 34°01'04"S 21°45'41"E, Mossel Bay.

A set of fully completed formal written quotation documents must be submitted on the original documents and remain valid for 90 days after the closing date of the formal written quotation. Enquiries about the formal written quotation can be addressed to Mr. Francois Nieuwoudt at telephone (044) 606 5144 or e-mail [fnieuwoudt@mosselbay.gov.za](mailto:fnieuwoudt@mosselbay.gov.za). Enquiries pertaining to the completion of the documents can be addressed to Ms. L du Toit at telephone (044) 606-5199 or e-mail to [ldutoit@mosselbay.gov.za](mailto:ldutoit@mosselbay.gov.za).

A **compulsory information meeting** will take place at 10h30 on **Wednesday, 15 November 2023 at the Town Hall, Mossel Bay, 101 Marsh Street.**

**ALL BIDDERS, MUST BE CIDB REGISTERED AND ATTEND THIS COMPULSORY MEETING.**

**BIDDERS (including all partners of a Joint Venture) WHO DID NOT ATTEND THE COMPULSORY SITE AND INFORMATION MEETING AND SUBMIT A BID, WILL BE SEEN AS SUBMITTING A NON-RESPONSIVE BID.**

**Please note: The Municipality prefer that Senior Company Staff members or Contract Managers attend the compulsory site meeting as the Scope of Works, the Design and the Tender Specifications will be discussed in detail along with the Execution phase expectations and possible amendments. It remains the Bidder's responsibility to familiarise themselves with and fully understand the tender specifications to be able to submit a responsive tender.**

Prospective bidders that arrive 15 minutes or more after the advertised time the meeting started will not be allowed to attend the meeting or to sign the attendance register. If a prospective bidder is delayed, he/she must inform the contact person before the meeting commence and he/she will only be allowed to attend the meeting if the chairperson of the meeting, as well as all the other bidders attending the meeting, give permission to do so.

A set of formal written quotation documents can be obtained at a non-refundable cost of R264.00 per set from Ms. L du Toit who may be contacted at telephone (044) 606-5199 or e-mail at [ldutoit@mosselbay.gov.za](mailto:ldutoit@mosselbay.gov.za) OR it can be obtained on our website at [www.mosselbay.gov.za](http://www.mosselbay.gov.za) free of charge. If you require a hard copy of the formal written quotation document, payments must be made at the cashiers at the **Mossel Bay Municipality's Main Building, 101 Marsh Street on the Lower Ground Floor (seaside) or EFT (Banking details and Reference Nr can be obtained from esnyders@mosselbay.gov.za)**, prior to collecting and proof of payment must be provided when collecting the formal written quotation document from the Supply Chain Management Offices, 101 Marsh Street, Mossel Bay.

Fully completed formal written quotation documents must be placed in a sealed envelope and placed in the **tender box at the Entrance of the Mossel Bay Town Hall, 101 Marsh Street, Mossel Bay by not later than 12h00 on Friday, 24 November 2023** or be posted to reach the **Tender Box, Mossel Bay Municipality, PO Box 25, Mossel Bay, 6500** before the specified closing date and time. The envelopes must be endorsed clearly with the number, title and closing date of the formal written quotation as above.

Responsive bids will be evaluated on the 80/20 Preference Points System. A maximum of 20 points (80/20 preference point system) will be allocated for specific goals. 50% of the 20 points will be allocated in terms of a bidder's B-BBEE scorecard and other 50% of the 20 points will be for a bidder's locality.

The tender box will be emptied just after 12h00 on the closing date as above, hereafter all bids will be opened in public. Late formal written quotations or formal written quotations submitted by e-mail or fax will under no circumstances be accepted.

The Municipality reserves the right to withdraw any invitation to tender and/or to re-advertise or to reject any formal written quotation or to accept a part of it. The Municipality does not bind itself to accepting the lowest formal written quotation or award a contract to the bidder scoring the highest number of points.

It is expected of all Bidders who are not yet registered on the Central Supplier Database to register without delay on the prescribed form. The Municipality reserves the right not to award tenders to Bidders who are not registered on this Database.

**MR C PUREN**  
**MUNICIPAL MANAGER**