



TENDER 18/2025
SUPPLY, DELIVERY, INSTALLATION, TRAINING & MAINTENANCE OF A WEB-BASED ELECTRONIC RECORDS, DOCUMENTS AND WORKFLOW SYSTEM, INCLUDING A COMMITTEE MANAGEMENT MODULE FOR A PERIOD OF 36 MONTHS

Tender documents will be available at a non-refundable deposit of R 105.00 (no cash accepted), via email, koebergj@bnlm.gov.za

Bank details are as follow: Standard Bank, Account Number 332104192, Branch Number 050116, Reference – Tender Number. Proof of payment should be provided upon tender collection.

Tenders must be placed in the municipal tender box, Robert Sobukwe Building, in sealed envelopes clearly marked "**18/2025**", not later than **12h00 on 23 APRIL 2025** and will be opened in public immediately thereafter.

Note:

1. Faxed, e-mailed or late quotations will not be accepted.
2. Price to include VAT (if registered for vat) and any disburse costs.
3. The tender will be evaluated on 80/20 system Where 80 points for price and a maximum of 20 points for specific goals
4. To claim for specific goals prospective bidders MUST submit proof/required the required documents.
5. All suppliers must be registered on the CENTRAL SUPPLIER DATABASE. Log onto www.csd.gov.za for registration
6. Products must be SABS Approved. SABS Certificates must be attached.
7. A current original tax clearance certificate of SARS "or" Sars Verification pins to be supplied.
8. A current certified Municipal (rates & services) clearance certificate to be submitted.
9. A current certified BBBEE status level certificate must be submitted in order to claim preference points.
 - 9.1 If the Certificate is not attached to this tender document, no points shall be awarded for B-BBEE status.
 - 9.2 In the case of a Trust, Consortium or Joint Venture, they will qualify for points for their B-BBEE status level as a legal entity provided that the entity submits their B-BBEE status level certificate.
10. Council is not bound to accept the lowest or any tender and reserves the right to accept any tender or part thereof.
11. Tenderers will need to score a minimum of 60% for functionality:

CRITERIA	MAXIMUM POINTS
TRACK RECORD OF TENDERER (SIMILAR PROJECTS)	40
EXPERTISE OF KEY PERSONNEL	10
LIVE PRESENTATION	50
TOTAL SCORE	100
12. For further details contact the Ms. Charmaine Cona at 049 807 5700 conac@bnlm.gov.za.
13. This Bid is subject to the General Conditions of Contract (GCC) and, if applicable, any other Special Conditions of Contract.

This Bid will be evaluated and Adjudicated according to the following criteria:

1. Relevant specifications;
2. Value for money;
3. PPPFA Regulations 2022.

NB: NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, PROVINCIAL GOVERNMENT OR MUNICIPALITY.

NO	Specific goal categories	Max Points Allocation	Evaluation Indicators
1	B-BBEE Status Level Contributor	10	As for BBBEE points allocation please see MBD 6.1
2	The promotion of enterprises located in a specific province for work to be done or services to be rendered in that province.	10	10 Points- Located within the boundaries of the Dr Beyers Naudé Local Municipality
			6 Points- Located within the boundaries of Sarah Baartman District Municipality
			4 Points- Located within the boundaries of the Eastern Cape
			1 Point- Outside of the boundaries of the Eastern Cape

DR. E.M. RANKWANA
MUNICIPAL MANAGER