

## Tender Notice and Invitation to Tender

TENDER NO.: ELM 45/2023  
CLOSING DATE: 04 OCTOBER 2023

### APPOINTMENT OF PANEL OF PROFESSIONAL SERVICES FOR CONSTRUCTION OF CONSTRUCTION HEALTH SAFETY AGENT TO FACILITATE AND ACT AS THE EMPLOYER'S HEALTH AGENT FOR A PERIOD OF 24 MONTHS

Emalahleni Local Municipality hereby invites Construction Health Safety Agents who are professionally registered to submit tenders to act as Employers Health Agents.

Tender documents with full specifications will be made available and can be obtained from [www.emalahleni.gov.za](http://www.emalahleni.gov.za) or [www.etenders.gov.za](http://www.etenders.gov.za) as from Friday, 08 September 2023.

**A non-compulsory virtual clarification meeting with representatives of the Employer will take place on Wednesday, 13 September 2023 starting at 12h00 via Microsoft Teams (Link will be shared on the municipal website: [www.emalahleni.gov.za](http://www.emalahleni.gov.za)).**

The closing time for receipt of tenders is **11:00** on **Wednesday, 04 October 2023**. Telegraphic, telephonic, telex, facsimile, e-mail, unmarked and **late tenders** will under no circumstances be considered and accepted. The tender box will be emptied just after closing time on the closing date. Thereafter all bids will be opened in public.

Any technical enquiries relating to the tender document may be directed to Mr. ME Sedupane at telephone number 013 690 6298/6300 during working hours or e-mails may be sent to [sedupaneme@emalahleni.gov.za](mailto:sedupaneme@emalahleni.gov.za). Supply Chain Management Office may also be contacted on (013) 690 6483/6497/6484 or [masangonz@emalahleni.gov.za](mailto:masangonz@emalahleni.gov.za).

Each project proposal must be submitted in a **two-envelop system** comprising of the Technical proposal and Financial proposal which must be sealed and clearly marked.

Fully completed tender documents, clearly marked "**Tender No. ELM 45/2023: APPOINTMENT OF PANEL OF PROFESSIONAL SERVICES FOR CONSTRUCTION OF CONSTRUCTION HEALTH SAFETY AGENT TO FACILITATE AND ACT AS THE EMPLOYER'S HEALTH AGENT FOR A PERIOD OF 24 MONTHS**" with "**NAME of TENDERER**" must be placed in a sealed envelope and placed in the **tender box** situated on the **First floor**, Emalahleni Local Municipality, Civic Centre, 29 Mandela Street, eMalahleni 1035 or sent via courier services to the above-mentioned address. Couriers documents should be addressed to the first floor, Supply Chain Management Offices of the aforementioned address and delivered **no later than 11h00 on 04 October 2023**. The envelope must be endorsed with number, title and closing date as indicated above.

Tenders will be evaluated in terms of the Supply Chain Management policy of the Emalahleni Local Municipality. The municipality reserves the right to withdraw any invitation to tender and/or to re-advertise or to reject any tender or to accept a part of it. The municipality does not bind itself to accepting the lowest tender or award a contract to the bidder scoring the highest number of points.

A preferential point system shall apply whereby a contract will be allocated to a tenderer in accordance with the Preferential Procurement Regulations, 2022 and as defined in the Conditions of Tender in the tender document, read in conjunction with the Supply Chain Management Policy of Emalahleni Local Municipality where **80** points will be allocated in respect of price and **20** points in respect of Specific goals.

**The specific goals allocated points in terms of this tender:**

A total of 15 preference points shall be allocated on a proportional or pro rata basis for contracting an enterprise owned by historically disadvantaged persons or individuals who meet the following requirements -

- for 100% black person or people owned enterprise points 5
- for at least 30% woman or women shareholding or owned enterprise points 5
- For at least 30% youth shareholding or owned enterprise points 2.5
- for at least 30% people living with disability shareholding or owned enterprise points 2.5

A total of 5 preference points shall be allocated on a proportional or pro rata basis for implementing of programmes for RDP –

- for enterprise regarded as EME located within the local area of jurisdiction. 5 points

**(The Municipality will utilize the CSD report to verify the above-mentioned information)**

No awards will be made to a person:

- Who is not registered on the **Central Supplier Database (CSD)**;
- Who is in the service of the state;
- If that person is not a natural person, of which any director, manager, principal shareholder or stakeholder is a person in the service of the state; and/or
- Who is an advisor or consultant contracted with the municipality or municipal entity

Should you not hear from us within 90 days after the closing date, please consider your tender unsuccessful.

**HS MAYISELA  
MUNICIPAL MANAGER**