

**MATATIELE LOCAL MUNICIPALITY  
REQUEST FOR QUOTATIONS**

<b>ADVERTISED ON:</b>	<b>MUNICIPAL NOTICE BOARD, MUNICIPAL WEBSITE.</b>		
<b>TENDER DESCRIPTION</b>	<b>NOTICE NO.</b>		
<b>PRINTING AND MAILING OF CONSUMER DEBTOR'S STATEMENT</b>	<b>2025/2026-78</b>		
<b>PUBLISHED DATE:</b>	<b>16/01/2026</b>	<b>CLOSING DATE:</b>	<b>23/01/2026</b>
<b>CLOSING TIME:</b>	10h00: Tenders will be opened immediately thereafter, in public at Matatiele Local Municipality Mountain View BTO Offices R56		

**AVAILABILITY OF TENDER DOCUMENTS**

Bid Documents will be available on Municipal Website as from 19 January 2026

**TENDER SUBMISSION RULES:**

- Tenders must be completed in accordance with the tender conditions and tender rules contained in the tender document.
- The tender document and compulsory attachments/supporting documents must be placed in a sealed envelope and externally endorsed with: Tender Number; Description and Closing Date of the Tender.
- Tender documents must only be submitted on the tender document issued by Matatiele Local Municipality
- Tender documents must be completed in black ink only and do not re-type the document when filling it.

**MANDATORY DOCUMENTS- FAILURE TO SUBMIT ANYONE OF THEM WILL INVALIDATE YOUR TENDER OFFER.**

- Proof of Central Supplier Database (CSD) registration- report printed
- Complete MBD 3.3, 4, 6.1,8 & 9 Forms in full as attached in tender document
- Ethics Commitment Form
- Authority to sign Form Prices quoted must be firm and must be inclusive of VAT
- Joint Ventures Agreement signed by all parties involved.
- Tenders will be evaluated in terms of Matatiele Local Municipality Supply Chain Management
- Policy Preferential Procurement Policy Framework Act No.5 of 2000
- Section 217 of the Constitution Act No 108 of 1996

**EVALUATION CRITERIA**

The Bids will be evaluated based on the Preferential Procurement Policy Framework Act is 80/20 in line with the Preferential Procurement Policy Framework Act (PPPFA) of November 2022

**80/20 Evaluation Criteria**

<b>Preferential Goals</b>	<b>80/20</b>	<b>Documents required for verification</b>
<b>Maximum Points</b>	<b>20</b>	
Goal 1- Ownership (Historically Disadvantaged Individuals-HDI)	6	ID Copy of the owner/director and CSD

*Where Nature, Agriculture, Tourism are Investments of Choice*



Goal 2- Youth Ownership 14-35 Years (MLM Enterprises)	6	CSD, ● Proof of municipal accounts or ●Proof of residence signed by ward councillor or ●Affidavit
Goal 3- Women Ownership	4	ID Copy of the owner/director and CSD
Goal 4-Disability Ownership	2	ID Copy of the owner/director and CSD
Goal 5-Rural Enterprises	2	CSD, ● Proof of municipal accounts or ●Proof of residence signed by ward councillor or ●Affidavit
<b>Tender Price</b>	80	
<b>TOTAL</b>	<b>100 POINTS</b>	

Only competent bidders who are competent in the advertised work and who have exceeded the minimum functionality threshold will be two phases Phase 1= **Functionality=100 Points** and Phase 2= is 80/20 in line with the Preferential Procurement Policy Framework Act (PPPFA) as amended 16 January 2023. Only bidders who obtain 70 points as a minimum functionality threshold will be evaluated further on 80/20.

**Points for functionality will be scored according to the table below: Detailed sub-criteria are contained in the tender document and are binding:**

Functionality Criteria	Points
Company Experience	50
Methodology	50
<b>Total</b>	<b>100</b>

All SCM enquiries relating to this bid must be directed to Ms. M. Sabasaba, e-mail: MSabasaba@matatiele.gov.za during office hours (07h30 – 16h00) weekdays. All Technical enquiries relating to this bid must be directed to Mr L. Matshoba, e-mail: LMatshoba@matatiele.gov.za during office hours

The Matatiele Local Municipality reserves the right not to appoint a contractor on highest points scored. Value for money, past experience and functionality will be the key determinants of appointment. *The Municipality will not make any award to a person or persons working for the state, or failing to possess relevant credentials as stipulated in the tender requirements.*

**Bidders are warned not to accept any person who request any amount for award for this bid, it is a scam and fraud, that person must be reported to the nearest police station.**

  
**Mr L.Matiwane**  
**Municipal Manager**

