

**MATATIELE LOCAL MUNICIPALITY
REQUEST FOR QUOTATIONS
RE-ADVERTISEMENT**

ADVERTISED ON:

MUNICIPAL NOTICE BOARD, MUNICIPAL WEBSITE.

TENDER DESCRIPTION

NOTICE NO.

PRINTING AND MAILING OF CONSUMER DEBTOR'S STATEMENTS

2025/2026-78

PUBLISHED DATE:

25/05/2026

CLOSING DATE:

01/06/2026

CLOSING TIME:

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 27 May 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 and its Annexures 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

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 80 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
Personnel	50
Experience	50
Total	100

Where Nature, Agriculture, Tourism are Investments of Choice.

Electrical Services: 019 732 3435 | Prepaid Sales: 019 732 3435 | Finance Office: 019 732 3435 | Dispatch and Fuel: 019 732 3435
Police (SAPS): 019 732 3435 | Water: 019 732 3435 | Ambulance: 019 732 3435 | Traffic: 019 732 3435



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

Preferential Goals	80/20	Documents required for verification
Maximum Points	20	
Goal 1- Ownership (Historically Disadvantaged Individuals-HDI)	6	ID Copy of the owner/director and CSD
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
Tender Price	80	
TOTAL	100 POINTS	

TENDER ENQUIRIES

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

TENDER DISCLAIMER

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 requests any amount for award for this bid, it is a scam and fraud, that person must be reported to the nearest police station.


Mrs. N. Zembe
Acting Municipal Manager

Where Nature, Agriculture, Tourism are Investments of Choice.

Economic Services
Public Works

Project Sub-
Water

Business Office
Audubon
Traffic

Deputy Land Use

