



Province of the
EASTERN CAPE
COOPERATIVE GOVERNANCE
& TRADITIONAL AFFAIRS



NOTICE

DEPARTMENT OF COOPERATIVE GOVERNANCE & TRADITIONAL AFFAIRS

APPOINTMENT OF A SERVICE PROVIDER FOR THE SUPPLY AND MAINTENANCE OF INDOOR PLANTS IN THE DEPARTMENT OF COOPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS FOR THE PERIOD OF TWENTY FOUR (24) MONTHS:

SCMU 7-15/16-0020

The Eastern Cape Department of Cooperative Governance & Traditional Affairs seeks to appoint a service provider on a twenty four (24) month contract to supply, deliver and maintain indoor plants on the passages and selected offices of the department.

BIDDERS MUST SUBMIT THE FOLLOWING DOCUMENTS AS PART OF THE TENDER DOCUMENTS.

- An valid Original Tax Clearance Certificate;
- B-BBEE Certificate Copy / Consolidated copy for JV's / Consortiums (Original Certified copy or Original documents);
- Company Registration Certificate (Original Certified Stamp);
- ID Copies of business owners (Original Certified Stamp) and
- Completed Standard Bid Documents.

The validity of the Bid is 90 days. Failure to provide adequate information or to adhere to the Terms of reference will result in disqualification.

Bid documents may be collected from **Demand Management unit: Supply Chain Management, 3rd Floor Room 3164**. Bidders are advised to submit one envelope written "**Bidder Name / Company**", "**Bid Number**" and "**Bid Description**". Bids are to be placed in a sealed envelope and must be deposited in the departmental bid box situated at the entrance of the department no later than **11H00 on 09 November 2015** to:

The Senior Manager: Supply Chain Management

Department of Cooperative Governance and Traditional Affairs

Tyamzashe Building

Bhisho

5605



Ikamva eliqaqambileyo!

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BIDDERS SHOULD TAKE NOTE OF THE FOLLOWING CONDITIONS:

- The department of Cooperative Governance and Traditional Affairs Supply Chain Management Policy will apply.
- Service providers must be registered in the Eastern Cape Provincial Treasury database and on LOGIS
- Bidders that do not meet the minimum threshold of 60 % in functionality will be disqualified.

PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT (PPPFA) POINTS WILL BE AWARDED AS FOLLOWS:

Price **80 points**

B-BBEE Status Level of Contributor **20 points**

NB: E-mailed/faxed documents will not be accepted.

All enquiries should be directed to:

Mr Z. Funzela
Ms N. Mbekwa
Ms Y. Melani

Tel: 040- 609 5426/ 079 508 7503 – Supply Chain Management
Tel: 040-609 5433 / 071 602 4420 - Supply Chain Management
Tel: 040- 609 5639 / 072 670 0665 - Technical



**HEAD OF DEPARTMENT
COOPERATIVE GOVERNANCE & TRADITIONAL AFFAIRS**

DATE: 2015/10/28

