



PUBLIC NOTICE

IDP AND BUDGET FOR 2016/17 FINANCIAL YEAR

Notice is hereby given in terms of the applicable provision of Section 25(4) Chapter 5 of the Local Government: Municipal Systems Act (Act No. 32 of 2000), that Hlabisa Local Municipality hereby gives notice to all the affected parties, sector departments, CBOs, NGOs, Traditional Councils and all other stakeholders that Hlabisa Local Municipality has adopted its IDP and Budget for 2016/17 financial year on its Council meeting held on the 30th of May 2016.

Copies of the IDP and Budget will be available at the Municipal Offices (Lot 808 Masson Street, Hlabisa) as well as the three (3) Traditional Council Offices (Matshamnyama, Mpembeni and Mdletshe).

For more information please contact The Communications Manager (Mr. WL Msane) on 035 - 838 8500 during working hours.

PUBLIC NOTICE

ADOPTION OF 2016/2017 ORGANISATIONAL SCORECARD & SDBIP

Notice is hereby given to the public in terms of Chapter 1 Section 46 of the Municipal Finance Management Act 2003(Act 56 of 2003) that on the 30th May 2016, Hlabisa Municipal Council adopted its 2016/2017 Organisational Scorecard and SDBIP and Annual Budget for Implementation.

In terms of Chapter 4 Section 21(a) of the Municipal Systems Act 32 of 2000 Copies for the adopted Scorecard and SDBIP are available for inspection during office hours at the following venues: Municipal Offices at Lot 808 off Masson street, Municipal Offices at Hlabisa Library and to all Hlabisa Traditional Councils

Enquiries regarding this notice may be directed to the Office of the Municipal Manager (For attention -Mr WL Msane on 035 838 8500 during office hours.

BIG 5 HLABISA LOCAL MUNICIPALITY

BID NO: 05/2016/2017

CALL FOR PROPOSALS FOR ICT INFRASTRUCTURE UPGRADE AND ACQUISITION

Qualified service providers are invited to submit proposals for ICT Infrastructure Upgrade and Acquisition for Big 5 Hlabisa Municipality (at both Hlabisa and Hluhluwe sites). The scope of work includes, but is not limited to, the following:

- Purchase of one Server and Server Software
- Purchase of Office 365 subscription licences
- Purchase of Enterprise class WiFi Routers
- Installation of Broadband Satellite Internet (at both Hlabisa and Hluhluwe sites)
- Purchase of Gigabit Switches
- Upgrade of three existing Servers (RAM and HDD)
- Purchase of Exchange online subscription licences
- Purchase of two NAS storage devices
- Setup of integrated telecommunication system
- CAT6 UTP cabling complete with network diagrams (four sites)
- Purchase of new desktops and laptops
- Purchase of MS Windows 10 Professional licences
- Optic Fibre link between two sites
- Purchase of Enviro Rack 6
- Server Room floor raising

Interested service providers will be expected to submit the prices with the following compulsory requirements:

- ← Original Valid Tax Clearance Certificate Issued by SARS
- ← Company registration documents (e.g. CK)
- ← Companies' and/or Directors' proof of payment for the Municipal accounts (rates & taxes) in their area of jurisdiction.(Not older than Three(3) months) and not in arrears for more than 90 day.
- ← List of similar successfully executed projects with clients contact details and contract value.

NB: Service providers must submit their BBBEE verification certificate from verification agency accredited by South African accreditation system (SANAS) or a registered auditor approved by the Independent.

Sealed Proposals must be submitted in envelopes clearly indicating **"BID NUMBER AND DESCRIPTION"** on the outside and must reach the undersigned by depositing it into the official Bid Box at the front of the main entrance to the Hlabisa Municipality Offices, Lot 808 off Masson Street, Hlabisa 3937, by no later than 10:00 on , 20 June 2016. All Bids received will be opened in public in the Municipality.

The Municipality is not bound to accept the lowest or any Bid and reserves the right to accept any part of a Bid. Bids must remain valid for a period of ninety (90) days after closing date of the submission thereof:

For more information you may contact Mr WL Msane on 035 838 8500 or IT Officer Ms SS Nkosi on 035 838 8500 during office hours.

Bids which are late, incomplete, unsigned, completed by pencil, sent by telegraph, facsimile, electronically (Fax), or E- mail and without the compulsory requirements will be disqualified.

INVITATION TO BID

PROVISION OF SECURITY SERVICES (THREE YEARS CONTRACT)

Big 5 Hlabisa Local Municipality invites capable service providers for Provision of security services at Hlabisa and Hluhluwe sites for three (3) years period.

BID NUMBER	DESCRIPTION	BID PRICE	CONTACT PERSON	EVALUATION CRITERIA
04/2016/2017	Provision of Security services at Big 5 Hlabisa municipality properties for three (3) years period.	R 300.00	Mr MB Shange 035 838 8500 or Supply Chain on 035 8388500	90/10 preference points system will be used and Functionality.

Bid documents will be available during the briefing date on the 13 June 2016 @ 10h00 at Hlabisa Municipality, lot 808 off Masson street, Hlabisa.

Interested service providers will be expected to submit the prices with the following compulsory requirements:

- Valid Tax Clearance issued by SARS.
- Company registration documents (e.g. CK)
- Companies' and/or Directors' proof of payment for the Municipal accounts (rates & taxes) in their area of jurisdiction.(Not older than Three(3) months) and not in arrears for more than 90 days
- Certificate of accreditation with PSIRA and letter of good standing from PSIRA
- List of similar successfully executed projects with clients contact details and contract values.

Where possible we also request to be provided with the company profile.

NB: Service providers must submit their certified BBBEE verification certificate from verification agency accredited by South African accreditation system (SANAS) or a registered auditor approved by the Independent Regulatory Board (IRBA) or an Accounting Officer as contemplated in the corporation and BEE Rating certificate.

The tender will be evaluated using 90/10 preferential points system and functionality, compliance with Big 5 Hlabisa Municipality Supply Chain management Policy), PPPFA and other relevant Acts and Regulations

N	EVALUATION CRITERIA	WEIGHT
O	Financial rating	30
	Experience	30
	Project execution plan and proposed methodology	20
	Resources (NB attach resource list)	20
	TOTALS (MAX = 100)	100

Sealed bid documents must be submitted in envelopes clearly indicating **"BID NUMBER AND DESCRIPTION"** on the outside and must reach the undersigned by depositing it into the official Bid Box at the front of the main entrance to the Hlabisa Municipality Offices, by no later than 12:00 pm on , 20 June 2016. All Bids received will be opened in public in the Municipality's Council Chamber, Lot 808 off Masson Street,Hlabisa.

The Municipality is not bound to accept the lowest or any Bid and reserves the right to accept any part of a Bid. Bids must remain valid for a period of ninety (90) days after closing date of the submission thereof **NB: Shortlisted companies will be subjected to a surprise office inspection.**

Bids which are late, incomplete, unsigned, completed by pencil, sent by telegraph, facsimile , electronically (Fax), or Email and without the compulsory requirements will be disqualified.

**Dr VJ Mthembu
Municipal Manager**

**ADVERTISEMENT- TENDER NO: 06/2016/2017
CALL FOR PROPOSAL FOR LEASING OF A TELEPHONE SYSTEM TENDER NUMBER 00/2016**

Service providers are requested to submit proposals for the supply and installation of a complete VOIP telephone system, including a comprehensive management system, at the municipality's offices in Hluhluwe and Hlabisa.

A compulsory briefing session will be held on **15 June 2016 at 10h00** and will be held in the **Council Chamber, Lot 808 off Masson Street, Hlabisa**. The briefing session will then be followed by site visit which forms part of the compulsory briefing.

Interested service providers will be expected to submit the prices with the following compulsory requirements:

- ← **Original Valid Tax Clearance Certificate Issued by SARS**
- ← **Company registration documents (e.g. CK)**
- ← **Companies' and/or Directors' proof of payment for the Municipal accounts (rates & taxes) in their area of jurisdiction. (Not older than Three(3) months) and not in arrears for more than 90 day.**
- ← **List of similar successfully executed projects with clients contact details and contract value.**

NB: Service providers must submit their BBBEE verification certificate from verification agency accredited by South African accreditation system (SANAS) or a registered auditor approved by the Independent.

The completed Proposal document must be sealed and endorsed "Tender No. 01/2016/2017 lease of a Telephone system" and must be deposited in the official tender box located at the reception area of the Hlabisa Local Municipality at Lot 808 off Masson Street. The closing date for the tender is **21 June 2016 at 12h00 pm** which will be followed by a public opening.

Enquiries should be directed to Mr Lihle Msane on **035 838 8500** during the office hours Monday to Friday. Facsimile, electronic and late bids will not be accepted.

The Big 5 Hlabisa Local Municipality is not obliged to appoint the lowest bid and further reserves the right not to proceed herein.

BID NO: 02/2016/2017

TENDER FOR THE PROVISION OF BANKING SERVICES FOR A PERIOD OF 36 MONTHS

Tenders are hereby invited for the provision of banking services. All bidders must be registered in terms of the Banks Act no.94 of 1990

Interested parties must submit proposal documents, to Hlabisa Local Municipality at Lot 808 off Masson Street, Hlabisa (035 838 8500). www.hlabisa.org.za

A compulsory tender meeting will be held at **10h00 on Monday, 13 June 2016** in the Municipal Boardroom, Lot 808 off Masson street, Hlabisa, Prospective tenderer's that do not attend the meeting, will be disqualified.

Copies of Big 5 Hlabisa Municipality's preferential procurement policy together with the accreditation documentation may be obtained from the SCM Officer, from the SCM Unit at Hlabisa Municipality, Lot 808 off Masson Street, Hlabisa. Tenderers, who wish to claim preference points in terms of the said policy, must complete the accreditation documentation and include it in the tender submission. This tender will be evaluated on a 90/10 preferential points system. Should you require any assistance with the said documents, please contact the Supply Chain Officer.

Proposals must be sealed envelopes bearing the tender number must be deposited in the Municipality's tender box in the reception area of Hlabisa Municipality, Lot 808 off Masson Street Hlabisa 3937 not later than 12 pm 20 June 2016 when tenders will be opened in public. Tenders received after the due date and time will not be considered and will be returned.

It will be the tenderer's responsibility to check the document on receipt for completeness and to notify the Municipality of any discrepancies or omissions. It is the tenderer's responsibility to provide all the data and information requested completely and in the form required, failure to do so may be regarded by the Municipality as a non-responsive tender.

All communication between the Municipality and the tenderer shall be in a form that can be read, copied and recorded. All writing shall be in the English Language. The Municipality shall not take any responsibility for non-receipt of communications from a tenderer.

All enquiries must be directed to **Mr. S Dube** at Tel. **035-838 8500** or **Mr KWG Thusi 035 838 8500**.

Tenderers who do not hear from the Big 5 Hlabisa Municipality within 90 working days of the closing date of the tender should consider their tender as unsuccessful. Please note that no tender will be accepted by fax or e-mail.

**ADVERTISEMENT
INVITATION TO BID**

Supply, delivery and installation of office automation including maintenance plan for Big 5 Hlabisa Local Municipality.

NOTICE NUMBER	DESCRIPTION	BID PRICE	CONTACT PERSON	EVALUATION CRITERIA
09/2016/2017	Supply, Delivery and installation of office automation.	R 000.00	Mr WL Msane on 035 838 8500 and Ms Skhulile Nkosi on 035 838 8500	90/10 preference points system will be used.

Machine Specification should be requested from the Communications office from the 13 June 2016 between 08h00 and 15h30 at the office Hlabisa Local Municipality, lot 808 off Masson street, Hlabisa. Interested service providers will be expected to submit the prices with the following compulsory requirements:

- ← **Original Valid Tax Clearance Certificate Issued by SARS**
- ← **Company registration documents (e.g. CK)**
- ← **Companies' and/or Directors' proof of payment for the Municipal accounts (rates & taxes) in their area of jurisdiction. (Not older than Three(3) months) and not in arrears for more than 90 day.**
- ← **List of similar successfully executed projects with clients contact details and contract value.**

NB: Service providers must submit their BBBEE verification certificate from verification agency accredited by South African accreditation system (SANAS) or a registered auditor approved by the Independent.

Regulatory Board (IRBA) or an Accounting Officer as contemplated in the corporation and BEE Rating certificate.

Sealed bid Proposals must be submitted in envelopes clearly indicating "**BID NUMBER AND DESCRIPTION**" on the outside and must reach the undersigned by depositing it into the official Bid Box at the front of the main entrance to the Hlabisa Municipality, by no later than **12:00 on, 21 June 2016**. All Bids received will be opened in public in the Municipality Council Chamber, Lot 808 off Masson street, Hlabisa. Also available on www.hlabisa.org.za

The Municipality is not bound to accept the lowest or any Bid and reserves the right to accept any part of a Bid. Bids must remain valid for a period of ninety (90) days after closing date of the submission thereof Bids which are late, incomplete, unsigned, completed by pencil, sent by telegraph, facsimile, electronically (Fax), or E-mail and without the compulsory requirements will be disqualified.

**Tender No 03/2016/2017
PROVISION OF CELL-PHONE SERVICES**

Big 5 Hlabisa Local Municipality is looking for the services of a cellphone provider to provide contract cellphones and 3G cards contracts for 3 years. The contracts or packages must include the following:

- ← Top Up package [airtime]
- ← Free sms
- ← Internet bundles (MB)
- ← Insurance
- ← Pouches

Professional Service Provider are requested to drop their proposals to the Hlabisa Local Municipality tender box situated at reception not later than the **20 June 2016**.

The bids will be evaluated in accordance with the preferential points system and compliance with Big 5 Hlabisa Local Municipality Supply Chain Management Policy, PPPFA and its regulation and in terms of 80:20 preferential points system. Preferential points for B-BBEE will be scored in accordance with status level attained by the tenderer in terms of section 9(1) of the B-BBEE Act.

Proposals sealed and clearly marked with the name of the bid and tender number, must be deposited in the tender box at **Hlabisa Local Municipality Offices. Or be posted to the Municipal Manager, Hlabisa Local Municipality, P O Box 387, Hlabisa, 3937**. No late submissions will be accepted

Municipality is not obliged to accept the lowest or any tender and reserves the right to accept part or the whole of any tender, as well as to accept multiple tenders for the same product.

The bid agreement shall serve as a binding contract between the bidder and the Big 5 Hlabisa Local Municipality. The contract will not be subject to any escalation.

For Technical enquiries kindly contact Mr W.L Msane at 035 838 8500 or 076 5111 733 and for Procurement Enquiries contact Supply Chain Office at (035)838 8500 during office hours.

**Dr VJ Mthembu
Municipal Manager**

Big 5 Hlabisa Municipality invites prospective suppliers for supply and delivery of the following services.

NOTICE NUMBER	DESCRIPTION	CONTACT PERSON	EVALUATION CRITERIA
08/2016/2017	Supply and Delivery of Promotional Material	Mr WL Msane 035 838 8500 or Mr LSS Sithole 035 8388500	80/20

Interested service providers will be expected to submit the quotations with the following compulsory requirements:

- ← Valid Tax Clearance certificate issued by SARS.
- ← Company registration documents (e.g. CK)

NB: Service providers must submit their BBBEE verification certificate from verification agency accredited by South African accreditation system (SANAS) or a registered auditor approved by the Independent Regulatory Board (IRBA) or an Accounting Officer as contemplated in the corporation and BEE Rating certificate

The specifications should be requested to the above mentioned contact persons.

Bids will be assessed under the provisions of the following Acts and its Regulations: Municipal Finance Management Act, (Act 56 of 2003); BBBEE, Supply Chain Management Policy of the municipality in accordance with the specifications and in terms of 80:20 preferential points system.

Sealed Quotations must be submitted in envelopes clearly indicating "**BID NUMBER AND DESCRIPTION**" on the outside and must reach the undersigned by depositing it into the official Bid Box at the front of the main entrance to the Hlabisa Municipality Offices, Lot 808 off Masson Street, Hlabisa, by no later than 12:00 on , 21 June 2016. All Bids received will be opened in public in the Municipality.

The Municipality is not bound to accept the lowest or any Bid and reserves the right to accept any part of a Bid. Bids must remain valid for a period of ninety (90) days after closing date of the submission thereof

Bids which are late, incomplete, unsigned, completed by pencil, sent by telegraph, facsimile, electronically (Fax), or E-mail and without the compulsory requirements will be disqualified.

ADVERTISEMENT INVITATION TO BID

Big 5 Hlabisa Municipality invites capable suppliers for supply and delivery of protective clothing:

NOTICE NUMBER	DESCRIPTION	BID PRICE	CONTACT PERSON	EVALUATION CRITERIA
07/2016/2017	Supply and Delivery of protective clothing	R 000.00	Supply Chain Officer: 035 838 8500	Two stage evaluation criteria. First stage evaluation in terms of 100% minimum threshold for local production and content Second stage evaluation in terms of 80/20 preference points system will be used.

The specifications will be available as from the 10 June 2016 between 08h00 and 15h30 at the office Hlabisa Local Municipality, lot 808 off Masson street, Hlabisa.

Interested service providers will be expected to submit the prices with the following compulsory requirements:

- ← Original Valid Tax Clearance Certificate Issued by SARS
- ← Company registration documents (e.g. CK)
- ← Companies' and/or Directors' proof of payment for the Municipal accounts (rates & taxes) in their area of jurisdiction.(Not older than Three(3) months) and not in arrears for more than 90 day.
- ← List of similar successfully executed projects with clients contact details and contract value.

NB: Service providers must submit their BBBEE verification certificate from verification agency accredited by South African accreditation system (SANAS) or a registered auditor approved by the Independent.

Regulatory Board (IRBA) or an Accounting Officer as contemplated in the corporation and BEE Rating certificate.

Sealed bid documents must be submitted in envelopes clearly indicating "**BID NUMBER AND DESCRIPTION**" on the outside and must reach the undersigned by depositing it into the official Bid Box at the front of the main entrance to the Hlabisa Municipality, by no later than 12:00 on,14 June 2016. All Bids received will be opened in public in the Municipality Council Chamber, Lot 808 off Masson street, Hlabisa.

The Municipality is not bound to accept the lowest or any Bid and reserves the right to accept any part of a Bid. Bids must remain valid for a period of ninety (90) days after closing date of the submission thereof **Bids which are late, incomplete, unsigned, completed by pencil, sent by telegraph, facsimile, electronically (Fax), or E-mail and without the compulsory requirements will be disqualified.**

CALL FOR PROPOSALS FOR IT SUPPORT

Qualified service providers are invited to submit proposals for IT Support to Big 5 Hlabisa Municipality (for both Hlabisa and Hluhluwe sites). The scope of work includes, but is not limited to, the following:

NOTICE NUMBER	DESCRIPTION	CONTACT PERSON	EVALUATION CRITERIA	TERM
10/2016/2017	Proposals for IT Support.	Mr WL Msane 035 838 8500 or Ms Skhulile Nkosi 035 8388500	90/10	36 Months

• **Desktop PC Support** - Including end user training, software updates and upgrades, hardware upgrades, new workstation installations, new peripheral equipment installations, control of installations and updates of all applications within the organization.

• **Server Support** - Including software updates and upgrades, hardware upgrades, new peripheral equipment installations, user/group account setup and maintenance.

• **LAN Support** - Support and oversee the installation of new equipment and network points.

• **WAN Support** - Including liaising with the ISP on issues relating to the provision and maintenance of the internet services, check that the email and internet services are working, log support calls to the ISP and monitor response time.

• **Security and Networking** – Run anti-virus software (with automated signature updating) for all servers and desktops, implement a centralized firewall (not per desktop) for protecting all systems, implement and maintain a policy-managed firewall software on servers and desktops, implement integrated threat management and mitigation across client and server edge and provide a quarantine solution for unpatched / infected computers.

• **Integrated Data Protection** - run anti-virus software (with automated signature updating) for all servers and desktops, implement a centralized firewall (not per desktop) for protecting all systems, implement and maintain a policy-managed firewall software on servers and desktops, implement integrated threat management and mitigation across client and server edge and provide a quarantine solution for unpatched / infected computers.

Internet and Email Maintenance - managing Satellite Internet equipment and routing all emails to Exchange online.

• **IT Policies and Procedures** - Develop, implement and maintain IT Policies, Standards and Procedures.

• **Website Support** - Liaising with the website developers/designers, maintain or supervise website maintenance to ensure that content is updated regularly.

• **Domain Hosting Services** - for <http://www.big5hlabisa.gov.za> to ensure secure and prompt email delivery while guaranteeing the availability of the municipality website on the internet.

• **Data Back Up and Security** - ensure data integrity and provide on-site and cloud-based data backup.

Interested service providers will be expected to submit the prices with the following compulsory requirements:

- ← Original Valid Tax Clearance Certificate Issued by SARS
- ← Company registration documents (e.g. CK)
- ← Companies' and/or Directors' proof of payment for the Municipal accounts (rates & taxes) in their area of jurisdiction.(Not older than Three(3) months) and not in arrears for more than 90 day.
- ← List of similar successfully executed projects with clients contact details and contract value.

NB: Service providers must submit their BBBEE verification certificate from verification agency accredited by South African accreditation system (SANAS) or a registered auditor approved by the Independent.

The briefing date is 14 June 2016 @ 10h00 at Hlabisa Local Municipality boardroom and there after two sites will be visited (Hlabisa and Hluhluwe).

Sealed Proposals must be submitted in envelopes clearly indicating "**BID NUMBER AND DESCRIPTION**" on the outside and must reach the undersigned by depositing it into the official Bid Box at the front of the main entrance to the Hlabisa Municipality Offices, by no later than 12:00 , 21 June 2016 at Hlabisa Municipality, Lot 808 off Masson street, Hlabisa 3937. All Bids received will be opened in public in the Municipality.

The Municipality is not bound to accept the lowest or any Bid and reserves the right to accept any part of a Bid. Bids must remain valid for a period of ninety (90) days after closing date of the submission thereof.

Bids which are late, incomplete, unsigned, completed by pencil, sent by telegraph, facsimile, electronically (Fax), or E-mail and without the compulsory requirements will be disqualified.

Advert also available to www.hlabisa.org.za

Dr VJ Mthembu
Municipal Manager