The Msunduzi Municipality

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23 September 2020

CONTRACT No. SCM 8 OF 20/21

PANEL OF SERVICE PROVIDERS FOR SUPPLY AND DELIVERY OF COVID-19 PPE AND RELATED ITEMS TO THE MSUNDUZI MUNICIPALITY

FOR ATTENTION: ALL POTENTIAL TENDERERS AND OTHER INTERESTED PARTIES

RESPONSE TO ENQUIRIES RAISED BY POTENTIAL TENDERERS

The aspects listed below were raised by potential tenderers in response to the Tender Notice outlining the above contract as publically advertised on 20 August 2020.

1. Are we able to bid only on the sanitizer portion of this contract?

MSUNDUZI MUNICIPALITY RESPONSE

This is an itemised bid, which means we are going to award it per item.

2. I believe the above tender calls for handheld IR thermometers. May I kindly ask that you reply with the tester docs?

MSUNDUZI MUNICIPALITY RESPONSE

There is no tester docs for the thermometer that we want to procure. Kindly submit your bid doc, sample and an offer for that it.

3. Please clarify the amount of mask your require for the surgical one. You asking for 120000 unit but specify 50 in a box. Do you need 120 000 boxes or 120 000 single mask. 120 000 mask makes up 2400 boxes of 50 in a box.

MSUNDUZI MUNICIPALITY RESPONSE

It should be noted that these quantities are estimates and they do not represent the real quantities to be purchased per year. Our estimates is that we will buy 10 000 units per month which equates to 120 000 per year (200x50boxes)

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4. Is it possible to download the above document and where can find it I am the manufacture of the related I terms.

MSUNDUZI MUNICIPALITY RESPONSE

*Tender documents can be downloaded and printed at the tenderer's cost from the National Treasury eTender Publication Portal on **www.etenders.gov.za**.*

5. Kindly advise if it is possible to tender on certain items only.

MSUNDUZI MUNICIPALITY RESPONSE

This is an itemised bid, which means we are going to award it per item.

6. Could you kindly elaborate in detail query on (Page 49- 50) to what it requires me to provide/ submit?

MSUNDUZI MUNICIPALITY RESPONSE

All the sections must fully filled up and where the price is needed, you can write rates based.

7. I have a few queries regarding the tender for PPE.
   - Is it possible to drop off samples on the same day of the tender closing?
   - Do we have to provide the entire box as samples for items that come in an enclosed box... e.g. gloves, overshoe, masks, and disinfectant wipes... or can we provide single items as a sample?

MSUNDUZI MUNICIPALITY RESPONSE

   - *The samples can be drop off at my work place and address, and there is no need for an appointment.*
   - *The samples must be as per the unit of measure as indicated in the price schedule.*

8. Please can you advise if we are allowed to bid on partial items?

MSUNDUZI MUNICIPALITY RESPONSE

This is an itemised bid, which means we are going to award it per item.

9. ON THE FOLLOWING ITEMS:
   - ITEM 1
   - ITEM 2
   - ITEM 4
   - ITEM 5

ARE THE ANNUAL QUANTITIES PER BOX OR PER UNIT?

MSUNDUZI MUNICIPALITY RESPONSE

Below are the estimates as requested. Also kindly make sure that you try and get hold of the addendum as issued for this bid.

item no	description	est qty
1	GLOVES	240000 pieces
2	Overshoe	40000 pieces
4	Masks Surgical	120000 pieces
5	N95 Mask	1000 pieces

10. Please assist if at all possible, we as a company are Level 4 Bee, are we able to attempt to quote on face shields for the above tender for I did notice in the qualifying Criteria that u specify Level 1.

MSUNDUZI MUNICIPALITY RESPONSE

Everyone is permitted to respond to this bid, but the criteria as indicated in the bid document will be applicable.

11. If I intend to bid for Gloves of which the municipality requires approximately 2400 boxes of 100 per box each per year, am I correct in my understanding that I should submit 1 box of 100 gloves as a sample?

If I am bidding for gowns, I should submit 1 Gown as a sample?

For sanitisers I should submit 1 x 5l of water based sanitiser, 1 x 5l of gel-based sanitisers as well as 1 x 500ml gel sanitiser as samples.

MSUNDUZI MUNICIPALITY RESPONSE

The samples must be per unit of measure as it appear on the price schedule.

12. Kindly advise whether we could tender for the following items that we manufacturer while we are undergoing SABS audit. We manufacture surgical drapes i.e. gowns, overshoe covers, surgical hats and other related products. I think, when this bid closes, the SABS would have not finished with the quality standards approvals.

   - Should we submit a proof of auditing process from the SABS?
   - Are the samples to be submitted before the closing date?
   - Would be considered for the if we only bid for what we are manufacturing i.e. surgical gowns, overshoe covers, fabric cloth masks.

MSUNDUZI MUNICIPALITY RESPONSE

The tender is specific on the requirement, and all submissions must meet the relevant standards as indicated, before the close of tender date, which is Wednesday 30 September 2020.

On the samples, clause 14 page 26 reads,
All samples must be submitted for adjudication purposes at no extra cost to Council prior to the closing date and time of the tender to: - The Manager Logistics, No. 02 Abattoir Road, Pietermaritzburg, 3201:

I hope your concerns are cleared, please also take note of the Addendum as issued for this bid, which addresses the Local Content declarations.

13. Where the samples be delivered too?

MSUNDUZI MUNICIPALITY RESPONSE

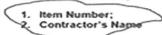*If you are in possession of the bid document the information is indicated as per below,*

14.0 **SAMPLES**

"SUBMISSION OF SAMPLES"

14.1 All samples must be submitted for adjudication purposes at no extra cost to Council prior to the closing date and time of the tender to: - **The Manager Logistics, No. 02 Abattoir Road, Pietermaritzburg, 3201:**

Attention: Mr Sibusiso Mkhize

14.2 Failure to comply with the above shall result in the tender being disqualified.

14.3 Only samples that complied with the specifications will be selected for adjudication.

14.4 Only samples for successful bidders will be kept for the duration of the contract.

14.5 Samples shall remain at the above address for the full duration of the contract period in order to verify Orders received. No storage fees in this respect will be entertained.

14.6 Unsuccessful tenderers will be required to collect all samples from the Manager Logistics and all costs arising there from shall be for the Contractors account.

14.7 Tenderers are to ensure that all samples submitted are properly packaged and labelled. All labels must bear the following information:

1. Item Number;
2. Contractor's Name

14.8 **Any sample not clearly labelled shall be rejected.** Further to this, Council shall not be held liable for any loss or damage to any sample due to the Contractor's failure to comply with the above condition.

14. Kindly advise if the above mentioned tender should be submitted with Samples or they will be submitted on request

MSUNDUZI MUNICIPALITY RESPONSE

On the samples, clause 14 page 26 reads,
All samples must be submitted for adjudication purposes at no extra cost to Council prior to the closing date and time of the tender to: - The Manager Logistics, No. 02 Abattoir Road, Pietermaritzburg, 3201:

15. Page 38 of the document (Declaration of municipal fees) who needs to fill in this page? In addition, what happens if I the director is not liable for any municipal rates, what do I submit to prove that?

MSUNDUZI MUNICIPALITY RESPONSE

If you guys rent an office space you must provide the lease agreement, or you can provide the Proof of resident of your offices.

16. Please, can you assist with the document of the above - stated tender. The document is not attached on the CSD website. Please can you assist, as we would like to download and print it ourselves?

MSUNDUZI MUNICIPALITY RESPONSE

*The document is on etenders website **www.etenders.gov.za**.*

__It be noted that the window for any queries has been closed__
__NB: this is without prejudice__

Yours faithfully

MP Khathide (City Manager)