

**TENDER NOTICE AND INVITATION TO TENDER**

**g-FleeT MANAGEMENT, A TRADING ENTITY OF THE DEPARTMENT OF ROADS AND TRANSPORT REQUESTS INTERESTED TENDERERS TO BID FOR THE FOLLOWING TENDER:**

<b>TENDER NUMBER</b>	<b>SERVICE</b>	<b>COMPULSORY BRIEFING SESSION</b>	<b>CLOSING DATE</b>
<b>g-FleeT: 04/04/2016</b>	Provision of a Comprehensive Vehicle Tracking Solution to g-FleeT Management for a period of Three (03) years.	<b>Venue:</b> g-FleeT Management Department of Roads and Transport Boeing Road East Bedfordview  <b>Date:</b> 11 <sup>th</sup> November 2016 <b>Time:</b> 11H00 am  <b>GPS</b> <a href="#">-26.167305, 28.136210</a>  <b>NB: Failure to attend the compulsory briefing session will result in disqualification</b>	25 <sup>th</sup> November 2016 at g-FleeT Management Department of Roads and Transport Boeing Road East Bedfordview  <b>Time:</b> 11H00 am

**We adhere to all relevant Acts including the Black Economic Empowerment Act No.53 of 2003, Preferential Procurement Policy Framework Act No.5 of 2000, Employment Equity act No. 55 of 1998.**

In terms of Preferential Procurement Regulation of 2011, the department will be applying the 90/10 preference point system. Broad-Based Black Economic Empowerment (B-BBEE) requires that bidders submit original and valid B-BBEE Status Level Verification Certificates or certified copies thereof to substantiate their B-BBEE rating claims. A trust, consortium or joint venture must obtain and submit a consolidated B-BBEE Status Level Verification Certificate for every separate bid. Failure to do so will result in the bidder forfeiting the points allocated for B-BBEE. Public entities and tertiary institutions must also submit B-BBEE Status Level Verification Certificates together with their bids.

**NB: The department reserves the right to award tenders on the basis of a principle that work shall be fairly or equitably distributed amongst contractors.**

**COMPULSORY/MANDATORY TENDER REQUIREMENTS:**

**Failure to submit the following required documents will render the bidders tender disqualified:**

- Fully complete and submit the compulsory SBD documents, i.e. SBD 1, SBD 4, SBD 6, SBD 8 and SBD 9 which form part of the tender document
- Tenderers must attend the compulsory site briefing as indicated above.

**NB: Bidders who are listed in the National Treasury register for tender defaulters and restricted suppliers will automatically be disqualified.**

**ADDITIONAL TENDER REQUIREMENTS:**

- Valid Tax Clearance Certificate (A trust, consortium or joint venture must submit consolidated Tax Clearance or Tax Clearance of each partner in the trust, consortium or joint venture).
- Cancelled Cheque or Bank stamped letter confirming the existence of a Tracking Company.
- Company Registration Documents CIPC (Company Intellectual Property Commission).
- Certified ID copies of Company Members and Shareholders.
- Valid B-BBEE Verification Certificate (Failure to submit the required B-BBEE certificate will result in the bidder getting zero points for B-BBEE)
- Joint Venture agreement if applicable.
- Submit comprehensive Company Profile for security screening and vetting purposes.

## Functionality Criteria

Phase	Activity	Evaluation	Total Score
1	<b>System Functionality</b>	<b>Device Specification: (16)</b> The details of the scoring criteria is enclosed in the tender documents	<b>32</b>
		<b>Application Specification: (10)</b> The details of the scoring criteria is enclosed in the tender documents	
		<b>Reporting Specification: (3)</b> The details of the scoring criteria is enclosed in the tender documents	
		<b>Draft Project Plan: (3)</b> The details of the scoring criteria is enclosed in the tender documents	
	<b>Bank Rating</b>	<b>Bank Rating: (20)</b> Submit proof of bank rating from the relevant bank. The details of the scoring criteria is enclosed in the tender documents <b>(Failure to submit proof of bank rating from the relevant bank will result in the bidder getting zero points)</b>	<b>20</b>
	<b>Live Demonstration</b>	<b>To be conducted on at least 2 vehicles in g-Fleet Management premises, Bedfordview from your own pool of vehicles</b> The details of the scoring criteria is enclosed in the tender documents	<b>28</b>
	<b>End User Site Visit</b>	<b>Reference Check:</b> The details of the scoring criteria is enclosed in the tender documents	<b>20</b>
<b>Functionality will be scored out of 100 points and the minimum threshold to qualify is 80 points. Bidders who fail to meet the minimum threshold will not be considered for further evaluation.</b>			

### Bidders should note the following:

- Bidders are requested to submit contactable references for verification.
- The Department reserves the right to conduct site visits and interview officials whose qualifications have been submitted for verification.
- Proof of registration on the National Centralised Supplier Database (CSD). Only suppliers who are registered on CSD will be considered for appointment.
- Recommended bidders will be subject to supplier security screening processes. Only suppliers who obtain security clearance will be considered for appointment.
- Potential suppliers must note that in terms of Departmental policy, the Department reserves the right to cancel a contract and blacklist any supplier for a period of at least 12 months if the supplier fails to adequately perform in terms of the awarded contract.
- The tender validity period is 90 days. However, the department reserves the right to request all tenderers to extended such validity period should the need arise.

**Prospective tenderers should be represented at the compulsory briefing session by suitable/qualified and experienced individuals who can fully comprehend the implications of the work involved.**

The physical address for the collection of tender documents during working hours is between 08H00 and 15H00 at g-Fleet Management, Boeing Road East, Bedfordview, from the 31<sup>st</sup> October 2016. The following coordinates should be used on the GPS to find the exact location of the premises:- GPS [-26.167305, 28.136210](#)

For the availability of the bid document contact Supply Chain Management (SCM) Unit on the following telephone number 011 372 9000/8726/8712.

A non-refundable tender fee of **R500.00** (Five hundred rand) is payable in **cash only** between 08H00 and 15H00 at g-Fleet Management, Boeing Road East, Bedfordview from the 31<sup>st</sup> October 2016 on collection of tender documents.

**OR Alternatively**

**Prospective Tenderers/ bidders can download and print their own version of the tender document by accessing the eTender Publication Portal website ([www.etenders.gov.za](http://www.etenders.gov.za)). Tenderers are advised to ensure that all tender documents are properly bound upon submission on the closing date. Failure to submit all the required pages of the Tender document May result in the tenderer either being disqualified or forfeiting the available points on functionality, depending on the nature of the submission.**

A one envelope system will be used. The Technical Proposal and Financial Proposal shall be submitted sealed in one envelope clearly marked with the Bid No and Bid Description for each project tendered for. Clearly numbered tender documents together with all applicable attachments must be deposited in the tender box located in the foyer at the reception area of g-Fleet Management, Boeing Road East, Bedfordview not later than 11H00 am on the closing date indicated above.

**Electronic submissions of Tenders will NOT be accepted.**

The Entity reserves the right to cancel / not award this tender.