



INVITATION TO BID

Bid No.: DARD/RFT 04/2016: The Department of Agriculture and Rural Development invites interested, experienced and potential service providers for: **OUTSOURCED STAFF TRANSPORT FOR EMPLOYEES FOR A PERIOD OF THREE (3) YEARS, FROM DIFFERENT PICK-UP POINTS TO THEIR WORK PLACE AT GLEN AND BACK.**

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| 1. THABA NCHU TO GLEN (return trip): | 1 X 35 SEATER BUS |
| 2. BOTSHABELO TO GLEN (return trip): | 2 X 35 SEATER BUSES |
| 3. MANGAUNG TO GLEN (return trip): | 4 X 35 SEATER BUSES |
| 4. BLOEMFONTEIN SUBURBS TO GLEN (return trip): | 3 X 35 SEATER BUSES |

Sealed bids clearly marked with bid number and the description must be submitted or deposited into the designated tender box at Glen Agricultural Institute, Administration Building and no telephonic, facsimile, email or late submission will be accepted. The following documents must form part of the submission:

- Original valid tax clearance certificate;
- Certified company registration certificate(CK1); plus other relevant registration documents ;
- Certified ID copy(s) of director(s);
- Certificated copy of B-BBEE certificate issued by accredited companies, standard affidavit form from DTI or a letter from the auditors/bookkeepers, or a letter from the auditors and those who do not submit their B-BBEE status do not qualify for preference points for B-BBEE but will not be disqualified;
- Road worthy certificates and other supporting documents.
- Pricing schedule (Bidders are requested to indicate their pricing schedule based on travel kilometers, labour, maintenance fees etc.)
- Bids shall remain valid for 120 days after the closing date.

Functionality and BBBEE Evaluation criteria : 90/10

Price : 90 Points
BBBEE : 10 Points

NB: A minimum score of 60% is required to pass this first stage of the evaluation process, please note that any bidder who scores below 60% on functionality will automatically be disqualified. The Department of Agriculture and Rural Development commits itself to the advancement of Broad Based Black Economic Empowerment (B-BBEE) imperatives and thus, the successful bidders will be required to employ 60% black youth towards contributing to job creation.

The Department will conduct the site inspection of the Depot and Fleet before awarding of the bid to the successful bidder.

Bid should be submitted under the following arrangements:

REQUIREMENTS/INFORMATION	DARD/RFT 04/2016
Non-Compulsory Briefing Session	Friday 15 July 2016 at 11h00 At Glen: Auditorium, Verbeek Building
Closing date	Friday 29 July 2016 at 11:00 Glen: Agricultural Institute Administration Building
Enquiries: SCM and bid documents	Ms F.M. Khumalo at 051 861 8793 / 061 365 4661 fikile@agric.fs.gov.za
Enquiries: Technical	Mr S. Cezula at 051 861 8746 / 082 556 2235 cezulas@fs.agric.za

If Bid documents are obtainable from the Supply Chain Management office, Administration Building at Glen Agricultural Institute, from 05 July 2016 (Mondays to Fridays) from 08h00 to 15h30 at a non-refundable cost of R427 per document. Banking details are as follows: Holder: FSPG Agriculture, Standard Bank Acc No. 240 323 181, Branch: 0055 34 Central, Ref: 0002 0250

Documents are also available on the e-Tender Publication Portal and can be downloaded from www.etender.gov.za

MS L.N. MNGOMEZULU

CHIEF FINANCIAL OFFICER
DATE: 27/06/2016

MR M.R. THABETHE

ACCOUNTING OFFICER
DATE: 27/06/2016