

THLM/SCM12/2025-2026/E01

APPOINTMENT OF A PANEL OF SERVICE PROVIDERS FOR THE SUPPLY AND DELIVERY OF ELECTRICAL MATERIALS FOR A PERIOD OF 36 MONTHS.

ADDENDUM NO 1

Enquiries : TS. MAHLANGU / G. RAPOLAI
Our ref. : THLM/SCM12/2025-2026/E01
Your ref. :
File ref. : ADDENDUM NO.1
Date : 10TH APRIL 2026

ATTENTION: ALL TENDERERS

TENDER DESCRIPTION: APPOINTMENT OF A PANEL OF SERVICE PROVIDERS FOR THE SUPPLY AND DELIVERY OF ELECTRICAL MATERIALS FOR A PERIOD OF 36 MONTHS.

ADDENDUM NO. 1

The addendum is an important part of the tender document and must be considered when submitting your bid. Please take note of the corrections and changes made to pages 13–14 of the Tender Document on Tender Data, First Stage of Compliance.

TENDER DATA: FIRST STAGE OF EVALUATION: TENDER COMPLIANCE

FORM A: EVALUATION SCHEDULE: TENDER COMPLIANCE

It must be noted that a total of **35 points** must be obtained by the Contracting Firm in relation to the requirements as mentioned on the table below failure which a tender shall be automatically eliminated from any further evaluation.

Evaluation Criteria	Evaluation Criteria	Elimination Factor	Points obtainable	Points Claimed
Delegation of Authority (Note 01)	Delegation of Authority for Signatory signed by Senior Directors and/or Shareholders nominating representative on the project	Yes	5	
Completing tender document (Note 02)	Must initial every page in the tender document, signing and fill the tender document in full	Yes	5	
Company registration (Note 03)	Proof of Company Registration with Company Intellectual Property Commission (CIPC) and proof of shareholding	Yes	5	
Tax Pin Verification (Note 04)	Proof of Tax Registration and Compliance with South African Revenue Service (SARS)	Yes	5	
COIDA Certificate (Note 05)	A Proof of valid good letter to Tender/ COIDA Certificate with Department of Labour must be	Yes	5	

	attached.			
Municipal Account (Note 06)	A statement of the municipal account which does not owe municipal services for more than 90 days must be attached.	Yes	5	
CSD Report (Note 07)	A copy of CSD report of the company which is not older than 1 (one) month must be attached.	Yes	5	
Maximum 35 points				

Note 01: Delegation of Authority

In case of a Company, a delegation of Authority signed by the Consulting Firm's Board of Directors nominating a Team Leader as a delegated and authorized Signatory must be attached. In case of a Closed Corporation, a delegation of Authority signed by the Contracting Firm's majority Shareholders nominating a Team Leader as a delegated and authorized Signatory must be attached. Failure to attach the delegation of authority shall warrant an automatic elimination of tender from any further evaluation.

Note 02: Completing tender document

As stipulated in the tender rules or in addition thereto, a tender document shall be completed in full with all the provided spaces signed, every page initialed accordingly and required documentation attached. The prospective bidder may not make any alterations or additions to the tender documents, except to comply with instructions issued by the employer, or necessary to correct errors made by the tenderer. All signatories to the tender offer shall initial all such alterations. Erasures and the use of correction fluid are prohibited. Failure to adherence in completing the tender document in full shall warrant automatic elimination of tender from any further evaluation.

Note 03: Company Registration.

Proof of company registration documents in the form of a copy from the Company Intellectual Property and Commission (CIPC) must be attached, including a copy of a certificate for proof of shareholding. Failure to attach the CIPC certificate shall warrant an automatic elimination of tender from any further evaluation.

Note 04: Tax Verification PIN

SARS tax registration and compliance with relevant tax legislation document in the form of a valid SARS Verification PIN certificate shall be attached. Failure to attach the Tax PIN report shall warrant an automatic elimination of tender from any further evaluation.

Note 05: Letter of good standing (COIDA):

Proof of a valid Letter of Good Standing with COIDA issued by the Department of Labour must be attached. The attached letter must be valid at the time of closing of tenders. Failure to attach the COIDA certificate shall warrant an automatic elimination of tender from any further evaluation.

Note 06: Municipal Account

Attach an original or a copy of a municipal utility account not older than three (3) months. The account of any of the registered Director(s) or Company **must not be in arrears for more than 90 days**. Alternatively, attach a copy of the Lease Agreement along with the utility account of the landlord, whereby the company is leasing the property it is operating from. Failure to attach a valid municipal account shall warrant automatic elimination of tender from any further evaluation.

Note 07: CSD Report

Attach a copy of Central Supplier Database (CSD) report of the company which is not older than 1 (one) month must be attached. Failure to attach the CSD report shall warrant an automatic elimination of tender from any further evaluation.

Name of Tenderer: _____

Authorised Signature: _____

Date: _____

Thembisile Hani Local Municipality

