

169 Main Street  
Private Bag 53  
Umzimkhulu  
3297



Email: [info@umzimkhulum.gov.za](mailto:info@umzimkhulum.gov.za)  
Tel: (039) 259 5000/5300  
Fax: (039) 259 0427

## BUDGET & TREASURY DEPARTMENT

PROVINCE OF KWAZULU-NATAL  
KZN 435

Date issued 22/03/2018  
KZN435/17/18/020/CORP

### RE-ADVERTISEMENT UMZIMKHULU LOCAL MUNICIPALITY

UMzimkhulu Municipality hereby invites reputable and experienced Service providers to respond on the projects below:

PROJECT NAME	PROPOSAL NUMBER	BRIEFING DATE	CIDB GRADING
Supply , Deliver and install air- conditioner ( 24 Months Contract)	ULM-CORP008/18	04/04/2018at 11:30h:00	2 ME or higher

Tender documents will be available from the cashier at **169 Main Street, uMzimkhulu, 3297** upon the non-refundable payment of R100 per document or a bank guaranteed cheque made out to uMzimkhulu Municipality during working hours between **09:30am** and **16:00pm** from the **26<sup>th</sup> of March 2018**; cut-off time for buying documents is the **4<sup>th</sup> of April 2018**, 15 minutes before the briefing time.

**Invalid or non-submission of the following documents will render the Tenderer disqualified, BBBEE points will not be allocated if the Certificate is not submitted.**

- Registered on Central Suppliers Database (CSD)
- Valid BBBEE certificate certified or original
- MBD 4, 8 & 9
- Updated Municipal rates statement for the company and the directors to confirm that Municipal rates are not in arrears for more than 90 days
- Certificate of Authority" to sign all documents in connection with this Tender and any contract or agreement which may arise therefrom, duly signed and dated, shall be provided by the Board of Directors of the firm and shall be attached and must be on a Company letter head

Compulsory briefing meeting is scheduled to take place at **uMzimkhulu Municipality Boardroom, 169 Main Street, uMzimkhulu, 3297.**

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**80/20 Preference Point System will be used on the following project, functionality will be considered and uMzimkhulu Local Municipal SCM policy.**

### Evaluation criteria

#### Criteria for functionality

#### Minimum threshold

**30 points or 60%**

Criteria	Points Allocation	Score	Max points	Verification method
Relevant Experience: The tenderer should have at least 5 projects in the past five financial years in supplying maintaining and repairs of air conditioners. Must attach appointment letters and references letters with contact numbers	Relevant Experience: 5 completed projects	<b>Excellent</b>	<b>15</b>	attach appointment letters and reference letters with contact numbers
	Four complete projects	V. Good	12	attach appointment letters and reference letters with contact numbers
	Three completed projects	Good	7.5	attach appointment letters and reference letters with

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				contact numbers
<b>Methodology</b> (turnaround time ) Installation of all new air conditioners after appointment and signing of Contract	Clear methodology with concise work breakdown structure, timeframe of one month, for the activities.	<b>Good</b>	<b>15</b>	Project methodology
	Clear methodology with concise work breakdown structure, timeframe of Two months, for the activities	Fair	7.5	Project Methodology
<b>Methodology</b> (turnaround time ) Maintenance and Service of air –conditioners	Within 3 days		<b>15</b>	Project Methodology
	Within 4- 6 days		7.5	Project Methodology
<b>Expertise:</b> (Two Mechanical engineering qualification at least N3 for personnel as well as experience of personnel	Two personnel with N3 in M-E and two years or more experience	Good	<b>5</b>	CV with certified copies of qualification
	One personnel M-E with less experience	Fair	2.5	CV with certified copies of qualification

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Functionality/quality: tender must achieve at least 60% (30/50) in order to qualify for the second stage. The 80/20 scoring will apply.

**NB: It is compulsory for a bidder to score not less than 50% per segment in the above table. Even if the bidder has scored the 60% of threshold but scores less than 50% on one or more of the segments above the bidder will be non-responsive.**

The points associated with the comprehensive proposal will be awarded as reflected in the table above

120 days Price Validity

### Contact Details

All other enquiries shall be directed to:

Attention : Mr M Jaca  
Telephone : (039) 259 5007  
Fax No : (039) 259 0427  
Email Address : [jacam@umzimkhulum.gov.za](mailto:jacam@umzimkhulum.gov.za)

### Closing date

Bid documents in a sealed envelopes clearly indicating the **Bid number and Bid Name**, must be deposited in the tender box of UMzimkhulu Local Municipality, located at 169 Main Street, uMzimkhulu, 3297 reception area, not later than **12h00, 26<sup>th</sup> of April 2018** Telegraphic, telex, telephone, electronic, facsimile and late tenders will not be accepted.

**The uMzimkhulu Municipality Council does not bind itself to accept the lowest bidder. UMzimkhulu Municipality Supply Chain Management policy will apply**

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**Z. S. SIKHOSANA**  
**MUNICIPAL MANAGER**