

169 Main Street
Private Bag 53
Umzimkhulu
3297



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

BUDGET & TREASURY OFFICE

PROVINCE OF KWAZULU-NATAL
KZN 435

Date issued 13/06/2017

KZN435/16/17/014/BTO

ADVERTISEMENT

UMzimkhulu Municipality hereby requests Experienced and Reputable service providers to assist the Municipality with the following project.

Project Name	Proposal Number	Briefing Date	Price for Document
Consultant : Quality Assurance on Annual Financial Statement and Annual Performance Report	ULM-BTO 004/17	20/06/2017 at 14h:30	R 50.00

Tender documents will be available from the cashier at **169 Main Street, uMzimkhulu, 3297 upon the non-refundable payment stated on the above table per document or a bank guaranteed cheque made out to uMzimkhulu Municipality**, from the **15th of June 2017** between 9h: 30 to 16h00. All service providers are required to come with Tender documents to the briefing meeting. Cut –off time for buying documents is the **20th of June 2017**, 15 minutes prior the briefing meeting time.

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

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 Supplier Database (CSD)

Valid BBB-EE Certificate Certified or Original

Compulsory MBD Forms 4, 8 & 9

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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

Conditions of acceptance

- Quotations must be valid for 120 days

80/20 preferential point system will apply and functionality will be considered

Evaluation Criteria

Evaluation criteria threshold 60%

Criteria	%100	Score	Total
Relevant Experience (at least 5 years of experience in the compilation of financial statements in accordance with GRAP standard attached reference letter from previous institutions),and 5 years Relevant experience in the performance management. 0-1 poor 2-3 Fair 4- Good 5-and above excellent	30%		
Methodology : (structure of projects)	20%		
Expertise :one of the directors must be a chartered accountant, and registered with SAICA attached qualification	30% 20%		

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Personnel: (attached CV with experience) <ul style="list-style-type: none">• suitably qualified and experienced finance and accounting resources• 5 years' experience in performance management			
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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.

Values to be used

- Poor : 0
- Fair : 1
- Good : 2
- Very good : 3

All enquiries shall be directed to the person below.

Contact Person	Email address	Contact details
Mr S Mgcwaba	mgcwabas@umzimkhulum.gov.za	039 -259 5009

Closing Date and time

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Duly completed tenders in accordance with the tender conditions and rules of the tender, in sealed envelopes clearly indicating the **Project name and Contract number**, must be deposited in the tender box of UMzimkhulu Local Municipality, located at 169 Main Street, uMzimkhulu 3297. **At 12h: 00 on the 23rd of June 2017**. **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

Z SIKHOSANA
MUNICIPAL MANAGER