

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 24 /04/2017  
KZN435/16/17/028/PNLG

### ADVERTISEMENT

UMzimkhulu Municipality hereby requests Experienced, Qualified and Reputable service providers to assist the Municipality with the following project;

Project Name	Proposal Number	Briefing Date	Price for Document
Supply and Delivery of Plotter Machine	ULM-PNLG 010/17	26/04/2017 at 12h:00	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 **25<sup>th</sup> of April 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 **26<sup>th</sup> of April 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
- 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

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**80/20 preferential point system will apply. Service providers must meet the specification in order to qualify for price calculation.**

### Evaluation Criteria

**Evaluation criteria threshold 60%**

### Functionality

#### Criteria for functionality

Criteria	%100	Score	Total
Relevant Experience: (The company must have completed 5 similar projects and have 5 year experience and attach traceable references from previous institutions) 0-Poor 1-2 Fair 3-4 Good 5- and above excellent	60%		
Methodology (structure of service and turnaround time of delivery.)	40%		

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

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Values to be used

- Poor : 0
- Fair : 1
- Good : 2
- Excellent : 3

All enquiries shall be directed to the person stated below.

Contact Person	Email address	Contact details
Mr M Majola	<a href="mailto:majolam@umzimkhululm.gov.za">majolam@umzimkhululm.gov.za</a>	039 -259 5052

### Closing Date and time

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 4<sup>th</sup> of May 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**

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**Z SIKHOSANA**  
**MUNICIPAL MANAGER**