

# Umzimkhulu



# Municipality

Tel: (039) 259 5000/5300  
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169 Main Street  
Private Bag 53  
Umzimkhulu 3297

Email: [info@umzimkhululm.gov.za](mailto:info@umzimkhululm.gov.za)

PROVINCE OF KWAZULU-NATAL

KZN 435

Date issued 03/02/2016

KZN435/15/16/007/MM (PP)

## INVITATION TO TENDER

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

Project Name	Proposal Number	Briefing Date	Price for Document
FACILITATOR: WARD COMMITTEE TRAINING	ULM- MM(PP)007/16	08/02/2016 at 10h:00	100

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 **4th of February 2016** 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 **8<sup>th</sup> of February 2016, 15 minutes before the briefing 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**

Valid original Tax Clearance Certificate

Valid BBB-EE Certificate Certified or Original

CK documents/ company registration

Compulsory MBD Forms 4, 8 & 9

Municipal rates Certificate / statement for Directors and the Company

**Conditions of acceptance**

- Quotations must be valid for 90 days

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

**Evaluation Criteria**

**Evaluation criteria threshold 60%**

**Criteria for functionality**

Criteria	%100	Score	Total
Experience: At least 5 relevant projects in the last 5 financial years in training and must demonstrate relevant experience with recommendation letters from at least 5 previous institutions and traceable reference letters.  0 – Poor  1- 2 Fair  3 –4 Good  5 and above – Excellent	50%		
Methodology :( structure of the work plan, programme.	30%		
Accreditation: (with relevant professional registered bodies in SETA.)	20%		

Values to be used

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

**All enquiries shall be directed to:**

Contact Person	Email address	Contact details
Mr M Mlengane	<a href="mailto:mlenganem@umzimkhululm.gov.za">mlenganem@umzimkhululm.gov.za</a>	039 259 0580

**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 12 February 2016**. 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**

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