

# Umzimkhulu



# Municipality

Tel: (039) 259 5000/5300

Fax: (039) 259 0427

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 19/02/2016

KZN435/15/16/008/MM (RM)

RE-ADVERTISEMENT

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
WHISTLE BLOWING SERVICES	ULM-MM(RM)003/16	26/02/2016 at 12h:00	200

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 **22<sup>nd</sup> 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 26<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 Company's office

**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 70%**

**Functionality**

**Criteria for functionality**

Criteria	%100	Score	Total
Relevant Experience: (the service provider should have provided the same service to at least 5 institutions, and the service provider must demonstrate relevant experience with recommendation letters from at least previous institutions and attach traceable references)  0-poor  1- 2 Fair  3-4 Good  5 and above – Excellent	50%		
Methodology (Structure of the service)	10%		
Accreditation: with Ethics Institute of South Africa (EthicSA)	30%		

Expertise: Personnel who will be directly involved in the project on day to day basis should at least have 3 years experience in this field.	10%		
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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 Gumede	<a href="mailto:mdgumede@umzimkhululm.gov.za">mdgumede@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 11 March 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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