

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 16/04/2019  
KZN435/18/19/ 033 INFR

### INVITATION TO TENDER 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
Construction of Ward 07 Sportsfield	ULM-INFR 038/19	29/04/2019 @11h:00	6CE OR HIGHER
Construction of Ward 14 Sportsfield	ULM-INFR 039/19	29/04/2019 @11h:00	6CE OR HIGHER
Construction of Ward 17 Sportsfield	ULM-INFR 040/19	29/04/2019 @11h:00	6CE OR HIGHER

Tender documents will be available from the cashier at **169 Main Street, uMzimkhulu, 3297** upon the non-refundable payment of **R400 per document** or a bank guaranteed cheque made out to **uMzimkhulu Municipality** during working hours between **09:30am** and **16:00pm** from the **24<sup>th</sup> of April 2019**; cut-off time for buying documents is the **29<sup>th</sup> of April 2019**, 15 minutes before the briefing time.

Compulsory briefing meeting is scheduled to take place at **Umzimkhulu Municipality Makhosini Building, 247 Mzimkhulu Mlonyana Street, UMzimkhulu 3297**

**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) attach proof of Registration

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- Valid BBBEE certificate certified or original with the SANAS logo and verified by agencies accredited by SANAS / Original SWON Affidavit
- MBD 4, 8 & 9 -
- Municipal rates certificate / statement for the directors with share percentage in the company and for the company to confirm that Municipal rates are not in arrears for more than 90 days or;  
Attach valid lease agreement if the company is leasing the office space  
Attach a valid lease agreement if the director is leasing accommodation
- Attach affidavit if the account is under your parents , siblings , grandparents and you are not paying any Municipal rates  
Copy of a marriage certificate if Municipal account in under your spouse
  
- 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 ( example is provided in the tender document).

Service providers must meet the minimum threshold **percentage for local production and content for the Steel products and content for Steel production and components for Construction of 100% in accordance with the terms of Regulation 13 of the Preferential Procurement Regulations, 2017.** 80/20 Preference Point System will be used on the following project, functionality will be considered and uMzimkhulu Local Municipal SCM policy.

Only locally product goods or services that meet the stipulated minimum threshold for local production and content as determined by DTI will be considered for acceptance. Any tender that does not meet the minimum threshold is an unacceptable tender

**“The municipality reserves the right not to award more than one tender / contract per supplier “**

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### Evaluation criteria

#### Criteria for Functionality

#### Minimum threshold (60% or 40 Points)

Key aspect of criterion	Basis for points allocation	Score	Max. Points	Verification Method
Experience of the Bidder (Name of traceable reference with contact details to be included for verification)	Three Completed sport field construction projects in the past 10 years (1 July 2008 to 1 July 2018)Tenders to submit a letter of appointment and completion certificate, if extension time was granted contractor should submit a letter of approval for extension of time	Excellent	30	List of Projects
	Two Completed sport field construction projects in the past 10 years.	Good	20	List of Projects
	One Completed sport field construction projects in the past 10 years.	Fair	15	List of Projects
Qualifications and experience of site agent	Civil Engineering National Diploma or NQF 5 with five or more years' experience.	Excellent	10	Certified Copy of Qualification to be attached
	Civil Engineering National Diploma or NQF 5 with three to four years' experience.	Good	5	Certified Copy of Qualification to be attached
	Civil Engineering National Diploma or NQF 5 with two years' experience	Fair	2.5	Certified Copy of Qualification to be attached
Experience of foreman	5 or more years' experience in sports ground construction or similar projects with bulk earthworks, roads, concrete works and building works.	Excellent	5	Curriculum Vitae to be attached

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	4 years' experience in sports ground construction or similar projects with bulk earthworks, roads, concrete works and building works.	Good	4	Curriculum Vitae to be attached
	3 years' experience in sports ground construction or similar projects with bulk earthworks, roads, concrete works and building works.	Fair	2.5	Curriculum Vitae to be attached
Construction Method Statement (relevant to the tendered project-maximum 3 pages) The method statement must include the following sub-headings: Approach Method, Time Frames, Activities(in construction sequence), Construction Administration, Anticipated Labour demand, Quality Management, Health and Safety	Method statement met all the requirements.	Good	5	Brief (3 Pages Maximum)
	Acceptable method statement. Only provided limited information	Fair	2.5	Brief (3 Pages Maximum)

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<p>Points will be allocated as indicated below for plant and equipment <b>owned</b> by the Tenderer, and which will be available for the project, should the Tenderer be successful:</p> <p>Resources <b>to be hired</b> by the Contractor</p> <p>If the contractor does not own some or any of the plant listed above, and chooses to hire some or all of the required plant, then the points indicated above will be awarded at 50% of the stated points for any of the relevant items of plant or equipment hired. Points for hired plant will only be allocated if an original Letter of Intent is attached from a Plant Hire Company. The letter is to clearly indicate that the Plant intended for the contract will be available for the full duration of the project. Such Letter of Intent is to be unqualified and certified by a Registered Commissioner of Oaths. Proof of ownership for the plant must be attached with traceable vehicle license</p>	<ul style="list-style-type: none"> <li>• Owns between 1 x 140 Class graders</li> <li>• Owns between 1 water trucks (11000l or larger)</li> <li>• Owns 2 x 10m<sup>3</sup> capacity tip trucks</li> <li>• Owns 1 x 25 t excavator</li> <li>• Owns one Grid-Roller and 4x4 Tractor or 1 x self propelled vibratory pad-foot roller (15t) t)</li> <li>• Contractor owns complete plant requirements</li> </ul>	<p>2</p> <p>2</p> <p>2</p> <p>2</p> <p>2</p> <p>2</p>	<p><i>Details of owned and hired plant and equipment are to be entered in <b>Form D</b> of the Returnable's Schedule.</i></p>
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Letters of guarantee	<ul style="list-style-type: none"><li>from authorized financial institution</li><li>Broker</li><li>Non-submission</li></ul>		5 2.5 0	Letter of guarantee must be attached on returnable schedules
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The procedure for the evaluation of responsive tenders is Method 4 (Financial Offer, Quality and Preferences) and Quality will be evaluated prior to financial and Preference as follows:

Functionality/quality: tender must achieve at least 60% (40/67) in order to qualify for the second stage. The 80/20 scoring will apply.

The points associated with the comprehensive proposal will be awarded as reflected in the above table. The bidder must score at least 50% in each of the above segment. Even if the bidder has scoped 60% threshold but fail to score 50% on one or more of the segments above, the bidder will be non-responsive.

### Contact Details

All other enquiries shall be directed to:

Attention : Mr L Mgcwaba  
Telephone : (039) 259 5069  
Fax No : (039) 259 0427  
Email Address : [mgcwabal@umzimkhulum.gov.za](mailto:mgcwabal@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 **12h: 00, 17<sup>th</sup> of May 2019** Telegraphic, telex, telephone, electronic, facsimile and late tenders will not be accepted.

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**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**