

169 Main Street
Private Bag 53
Umzimkhulu
3297



Email: info@umzimkhulum.gov.za
Tel: (039) 259 5000/5300
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BUDGET & TREASURY DEPARTMENT

PROVINCE OF KWAZULU-NATAL
KZN 435

Date issued 25/04/2019
KZN435/18/19/018/CSS

INVITATION FOR QUOTATION UMZIMKHULU LOCAL MUNICIPALITY

UMzimkhulu Municipality hereby invites reputable and experienced Service providers to respond on the projects below:

PROJECT NAME	QUOTATION NUMBER	BRIEFING DATE
Supply and Delivery of Medals for Mayoral Cup	ULM-CSS 015/19	30/05/2019 @14h00

Quotation documents will be available on the municipal website (www.umzimkhulum.gov.za) on the 30th of April 2019 / will be available from the cashier at 169 Main Street, uMzimkhulu, 3297 upon the non-refundable payment of R50 per document or a bank guaranteed cheque made out to uMzimkhulu Municipality during working hours between 09:30am and 16:00pm from the 30th of April 2019; cut-off time for buying documents is the 02nd of May 2019, 15 minutes before the briefing time.

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

Invalid or non-submission of the following documents will render the Quotation disqualified, BBBEE points will not be allocated if the Certificate is not submitted

- Registered on Central Suppliers Database (CSD) attach proof of Registration
 - 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

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- Certificate of Authority” to sign all documents in connection with this Quotation 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)

80/20 Preference Point System will be used on the following project, functionality will be considered and uMzimkhulu Local Municipal SCM policy.

Evaluation Criteria

Criteria for functionality

Minimum threshold is 60% or 9 points

Criteria for functionality:	Points Allocation
Experience maximum points 15	
Relevant Experience: Supply and deliver of Medals – The bidder will receive 2 points per project submitted on Supply of Medals to the maximum of 10 points. (attach reference letters with traceable verification)	15
For General supply & deliver the bidder will receive 1 point per project submitted to the maximum of 5 points.	

NB: It is compulsory for a bidder to score not less than 60% on the segment above.

120 days Price Validity

Contact Details

All other enquiries shall be directed to:

Attention : Mr N Nkonyane
Telephone : (039) 259 5070
Fax No : (039) 259 0427
Email Address : nkonyanen@umzimkhulum.gov.za

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Closing date

Quotation documents in a sealed envelopes clearly indicating the **Quotation number and Quotation 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, 7th of May 2019** Telegraphic, telex, telephone, electronic, facsimile and late quotations will not be accepted.

The uMzimkhulu Municipality Council does not bind itself to accept the lowest quote. UMzimkhulu Municipality Supply Chain Management policy will apply

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Z. S. SIKHOSANA
MUNICIPAL MANAGER