

169 Main Street
Private Bag 53
Umzimkhulu
3297



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Tel: (039) 259 5000/5300
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BUDGET & TREASURY DEPARTMENT

PROVINCE OF KWAZULU-NATAL
KZN 435

Date issued 26/04/2019
KZN435/18/19/028/PNLG

INVITATION TO TENDER RE-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
LANDSCAPING, GREENING, DESIGN & INSTALLATION OF WELCOMING SIGNAGE WITHIN UMZIMKHULU LOCAL MUNICIPALITY	ULM-PNLG 012/19	07/05/2019 @10h:00

Tender documents will be available from the cashier at **169 Main Street, uMzimkhulu, 3297 upon the non-refundable payment of R200 per document or a bank guaranteed cheque made out to uMzimkhulu Municipality during working hours between 09:30am and 16:00pm from the 2nd of May 2019; cut-off time for buying documents is the 07th 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 Tenderer 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

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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)

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 60 points

Criteria	Max Points	Score	Total
<p>Relevant Experience: (4 successfully completed projects in <i>Landscape Architecture</i> carried out within the past 6 years. It is compulsory to attach completion letter including start date, completion date and project value). And attach reference letters with contact details for verification.</p> <p>Points allocation:</p> <p>10 points per project submitted. The minimum projects to be submitted is two (2) and the maximum is four (4).</p>	40 points		
<p>Expertise: Qualification in all applicable fields</p> <p>Project team must at least contain people with the professions listed below:</p> <ul style="list-style-type: none"> • Project Team Leader is a Landscape Architect registered with South African Council for the Landscape Architectural Profession = 15 points. • Project team includes: 	40 points		

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<ul style="list-style-type: none"> • Civil/Structural Engineer = 10 points • Graphic Designer = 10 points • Horticulturalist = 5 points <p>Attach CV with traceable references and certified copies of qualifications.</p>			
<p>Methodology: It is compulsory for each bidder to prepare and submit with this bid a detailed Implementation Plan / Methodology outlining process activities involved in the whole process required under this bid. i.e. 1) Highlight the design and implementation process of the welcome signage.</p> <p>2) Clear and concise Project Plan for the landscaping strategy.</p> <p>The Process Plan shall also reflect the tendered activity, duration, presented in weeks, the proposed duration shall be bidding, and this shall be converted to specific dates when commencement date is confirmed.</p> <ul style="list-style-type: none"> • Highly demonstrated covering all aspects = 20 points <p>Partially demonstrated covering some but not all aspects =10 points</p>	20 points		

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.

120 days Price Validity

Contact Details

All other enquiries shall be directed to:

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Attention : Mr V Mbuqe
Telephone : (039) 259 5040
Fax No : (039) 259 0427
Email Address : mbuqev@umzimkhululm.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, 24th of May 2019** 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. S. SIKHOSANA
MUNICIPAL MANAGER