

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 09/05/2019  
KZN435/18/19/037/INFR

### 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, Install and Connect to Services to an Ablution Parkhome	ULM- INFR 043/19	14/05/2019 @10h00

Quotation documents will be available on the municipal website ([www.umzimkhulum.gov.za](http://www.umzimkhulum.gov.za)) on the 13<sup>th</sup> of May 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 13<sup>th</sup> of May 2019; cut-off time for buying documents is the 14<sup>th</sup> of May 2019, 15 minutes before the briefing time.

Compulsory briefing meeting is scheduled to take place at **Umzimkhulu Municipality Main Building, 169 Main 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 is 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 provide in the quotation documents )

**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 (60% or 24 points)**

Key aspect of criterion	Basis for points allocation	Score	Max. Points	Verification Method
<b>Experience of the Bidder</b> (Name of traceable reference with contact details to be included for verification)	Must have completed 6 project in supplying and erecting park home or prefabs in the last 5 years starting from 2014. Attach reference letters. OR Appointment letters  <b>6- projects = 30</b> <b>5- projects = 25</b> <b>4- projects = 20</b>  <b>3- projects = 15</b>	Excellent	<b>30</b>	List of Projects
<b>Experience of foreman</b>	3 or more years' experience in building construction/ Plumbing/ Electricity  <b>3 years' experience =5</b>  <b>2 years' experience = 3.5</b>  <b>1 year experience = 2.5</b>	Excellent	<b>5</b>	Curriculum Vitae to be attached

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<b>Construction Method Statement</b> (relevant to the tendered project- maximum 2 pages) The method statement must include the following sub-headings: Approach Method, Time Frames, Activities(in Supply and connection sequence), Supply Administration, Quality Management, Health and Safety Plan	Method statement met all the requirements.	Good	5	Brief (2 Pages Maximum)
	Acceptable method statement. Only provided limited information	Fair	2.5	Brief (2 Pages Maximum)

**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:

Attention : Mr L Ndzoziya  
Telephone : (039) 259 5041  
Fax No : (039) 259 0427  
Email Address : [ndzoziyal@umzimkhulum.gov.za](mailto:ndzoziyal@umzimkhulum.gov.za)

### 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, 20<sup>th</sup> 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**