

169 Main Street  
Private Bag 53  
Umzimkhulu  
3297



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

PROVINCE OF KWAZULU-NATAL  
KZN 435

Date issued 19/09/2019  
KZN435/19/20/009/ INFR

### 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      | CIDB GRADING  |
|------------------------------------|-----------------|--------------------|---------------|
| Construction of SMME's HUB Phase 2 | ULM-INFR 041/19 | 01/10/2019 @10h:00 | 3GB OR HIGHER |

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 **25<sup>th</sup> of September 2019**; cut-off time for buying documents is the **01<sup>st</sup> of October 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
- 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 and services certificate / statement / billing for the directors, owners, shareholders of 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

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- 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 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 (60% or 39 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) | Four completed (building construction) in the last 10 years.<br>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 | 20          | List of Projects, appointment letter & completion certificate |
|   | Three completed (building construction) in the last 10 years.   | Good      | 15          | List of Projects appointment letter & completion certificate  |
|   | Two completed (building construction) in the last 10 years.   | Fair      | 10          | List of Projects  |

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|   |  |      |     |   |
|---|--|------|-----|---|
|   |  |      |     | appointment letter & completion certificate                         |
| Qualifications and experience of site agent   | National Diploma or NQF 5 with three years' experience         | Good | 20  | Certified Copy of Qualification to be attached and Curriculum Vitae |
|   | National Diploma or NQF 5 with two years' experience           | Fair | 10  | Certified Copy of Qualification to be attached and Curriculum Vitae |
| Experience of foreman   | 5 or more years' experience in building construction           | Good | 5   | Curriculum Vitae to be attached                                     |
|   | 4 or more years' experience in building construction           | Fair | 2.5 | Curriculum Vitae to be attached                                     |
| Construction Method Statement (relevant to the tendered project-maximum 2 pages) The method statement must include the following sub-headings: Approach Method, Time Frames, Activities(in construction sequence), Construction Administration, Quality | 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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|  |   |  |  |  |
|--|---|--|--|--|
| Management, Health and Safety Plan   |   |  |  |  |
| <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 one or more 4 ton trucks</li> <li>• Owns one or more water trucks (5000l or larger)</li> <li>• Owns a plate vibrator 1.8 or more tone</li> <li>• Crane Truck (10 t) / 8 ton truck</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><i>Details of owned and hired plant and equipment are to be entered in Form D of the Returnable's Schedule.</i></p> |

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|   |   |  |          |  |
|---|---|--|----------|--|
| Letters of guarantee  | The Performance Guarantee to be equal to 10% of tender sum. The letter of intent to provide performance guarantee must be attached on returnable documents<br><ul style="list-style-type: none"><li>• Authorized institution</li><li>• Broker</li></ul> |  | 5<br>2.5 | Letter of guarantee must be attached on returnable schedules |
| <p>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:<br/>Functionality/quality: tender must achieve at least 60% (39/65) in order to qualify for the second stage. The 80/20 scoring will apply.<br/>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.</p> |   |  |          |  |

### Contact Details

All other enquiries shall be directed to:

Attention : Mr L Ndzoyiya  
Telephone : (039) 259 5041  
Fax No : (039) 259 0427  
Email Address : [ndzoyival@umzimkhulum.gov.za](mailto:ndzoyival@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, 11<sup>th</sup> of October 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**