

169 Main Street  
Private Bag 53  
Umzimkhulu  
3297



Email: [info@umzimkhulum.gov.za](mailto:info@umzimkhulum.gov.za)  
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## BUDGET & TREASURY DEPARTMENT

PROVINCE OF KWAZULU-NATAL  
KZN 435

Date issued 11/04/2019  
KZN435/18/19/ 032 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
Rehabilitation of Municipal Building	ULM-INFR 037/19	25/04/2019 @11h: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 **17<sup>th</sup> of April 2019**; cut-off time for buying documents is the **25<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
- 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

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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 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).

### Evaluation criteria

#### Criteria for Functionality

#### Minimum threshold (60% or 36 Points)

<p><b>Experience of the Bidder</b> (Name of traceable reference with contact details to be included for verification)</p>	<p>Must have completed project related to Building Construction/ Building Rehabilitation in the last 5 years starting from 2014. Tenderers 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.</p> <p>4 projects = 20 3 projects = 15 2 projects = 10</p>	<p><b>Excellent</b></p>	<p><b>20</b></p>	<p>List of Projects</p>
<p><b>Experience of Site Agent / foreman</b></p>	<p>3 or more years’ experience in Building Construction/ Rehabilitation</p> <p>5 years’ experience =5 3 years’ experience = 3.5</p>	<p><b>Excellent</b></p>	<p><b>5</b></p>	<p>Curriculum Vitae to be attached</p>

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	2 year experience = 2.5			
<b>Rehabilitation Method Statement</b> (relevant to the tendered project- maximum 5 pages) The method statement must include the following sub-headings: Approach Method, Time Frames, Activities(in Construction sequence), Construction Administration, Quality Management, Health and Safety Plan	Method statement met all the requirements.	<b>Good</b>	<b>10</b>	Brief (5 Pages Maximum)
	Acceptable method statement. Only provided limited information	Fair	5	
<b>Letters of guarantee</b> (Guarantee must be 10% of tender sum)	Letter from the financial service provider must be attached in order to claim the above point  (from authorised financial institution)	<b>Good</b>	<b>10</b>	Letter from the financial service provider
	( from the broker)	Fair	5	
<b>Plant and Equipment Schedule</b>	Well detailed and indicates all key plant and equipment required to execute the works	<b>Good</b>	<b>15</b>	List of Plant schedule
	Minimum plant and equipment required to execute the works	Fair	7.5	

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% (36/60) in order to qualify for the second stage. The 80/20 scoring will apply.

**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

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