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BUDGET & TREASURY DEPARTMENT

PROVINCE OF KWAZULU-NATAL
KZN 435

Date issued 05/09/2019
KZN435/19/20/ 010/ INFR

INVITATION TO TENDER UMZIMKHULU LOCAL MUNICIPALITY

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

PROJECT NAME	PROPOSAL NUMBER	BRIEFING DATE
Service Provider for Landscaping (Greening Projects)	ULM-INFR 010/20	13/09/2019 @ 12h:00

Tender documents will be available from the cashier at **169 Main Street, uMzimkhulu, 3297** upon the non-refundable payment of R100 per document or a bank guaranteed cheque made out to uMzimkhulu Municipality during working hours between **09:30am** and **16:00pm** from the **06th of September 2019**; cut-off time for buying documents is the **13th of September 2019, 15 minutes before the briefing time.**

Compulsory briefing meeting is scheduled to take place at **Umzimkhulu Municipality Makhosini Building Boardroom, 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
- 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).

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 15 Points)

Key aspect of criterion	Basis for points allocation	Score	Max. Points	Verification Method
<p>Experience of the Bidder (Name of traceable reference with contact details to be included for verification).</p> <p>Use attached template, this template is to be filled by the respective Project Manager or Manager in charge and must be signed, dated, stamped and be accompanied by completion certificates</p>	<p>Must have completed projects in Landscaping and Greening Projects in the last 5 financial years Tenderers should submit a letter of appointment OR Reference letters.</p> <p>3 projects = 15 2 projects = 10 1 projects = 7.5</p>	Excellent	15	List of Projects
<p>Methodology:(detailed work plan and company profile</p>	<p>The methodology must Service providers must cover all aspects on their proposal outline the following issues:</p> <ul style="list-style-type: none"> - Workforce adequacy - Project layout - Reporting <p>Partial methodology</p>		10 5	Brief (2 Pages Maximum)
<p>Expertise</p>	<p>Team Leader: Degree, Diploma or NQF level 5 in Landscaping or Horticulture. Experience :</p>	Excellent	20	Curriculum Vitae to be attached

	3 Years' Experience : 20			
	2 Years' Experience : 15			
	1 Years' Experience : 10			

Functionality/quality: tender must achieve at least 60% (27/45) 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

Contact Details

All other enquiries shall be directed to:

Attention : Mrs N Mzozo
Telephone : (039) 259 5063
Fax No : (039) 259 0427
Email Address : mzozon@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, 27th of September 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