

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 10/09/2020  
KZN435/20/21/001/CSS

### RE-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
<b>PAUPER BURIAL SERVICE PROVIDER</b>  (36 months contract)	ULM-CSS 013/19	21/02/2020 @11h:00

Tender documents will be available on the municipal website ([www.umzimkhulum.gov.za](http://www.umzimkhulum.gov.za)) and will also 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 **15<sup>th</sup> of September 2020**; **cut-off time for buying documents is the 21<sup>st</sup> of September 2020, 15 minutes before the briefing time.**

Briefing meeting (Non-compulsory) 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 with SANAS logo and verified by agencies accredited by SANAS / Commissioned SWORN 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 54 points)

CRITERIA	CRITERIA DESCRIPTION	Points	TOTAL
<b>RELEVANT EXPERIENCE</b>	The tenderer must have a Three years’ experience and the business was in operation in the past 3 financial years from 2017.  The tenderer must attach company profile detailing their services rendered.  3 Years                      50 Points.  2 Years                      40 Points  1 Years                      25 Points	<b>50</b>	

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<b>METHODOLOGY</b>	<p>Must demonstrate a clear understanding of service to be rendered and a manner to implement (One page document)</p> <p>Turnaround time after receiving the call to render a pauper burial service ( within 7 days )</p> <ul style="list-style-type: none"> <li>• Fully demonstrated understanding and meeting turnaround time =20</li> <li>• Partially demonstrated understanding and meeting turnaround time =10 points</li> <li>• Not meeting turnaround time =0 points</li> </ul>	<b>20</b>	
<b>ACCREDITATION</b>	<p>Must be registered with South African Funeral Practitioners Association (SAFPA) and provide a certified copy of Registration certificate</p>	<b>20</b>	

Functionality/quality: tender must achieve at least 60% (54/90) in order to qualify for the second stage.

NB: It is compulsory for a bidder to score not less than 50% on experience segment and must score 100% on Methodology and Accreditation Segment.

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### 120 days Price Validity

### Contact Details

All other enquiries shall be directed to:

Attention : Mrs B Nomvalo  
Telephone : (039) 259 5070  
Fax No : (039) 259 0427  
Email Address : [nomvalob@umzimkhulum.gov.za](mailto:nomvalob@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, 16<sup>th</sup> of October 2020** 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**