

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 28/08/2019  
KZN435/19/20/008/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	CIDB GRADING
Construction of Guard House at Umzimkhulu New Cemeteries	ULM-INFR 008/20	03/09/2019 @10h00	1GB or 1CE Only

Quotation documents will be available on the municipal website ([www.umzimkhulum.gov.za](http://www.umzimkhulum.gov.za)) on the **30<sup>th</sup> of August 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 **30<sup>th</sup> of August 2019**; cut-off time for buying documents is the **03<sup>rd</sup> of September 2019, 15 minutes** before the briefing time.

Compulsory briefing meeting is scheduled to take place at **Umzimkhulu Municipality Makhosini Building Boardroom, 147 Mzimkhulu Mlonyana 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 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

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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 is provided in the quotation document)

Service providers must meet the minimum threshold **percentage for local production and content for the Steel products and content for Steel production and components for Construction of 100% in accordance with the terms of Regulation 13 of the Preferential Procurement Regulations, 2017.**

**80/20 Preference Point System will be used on the following project, functionality will be considered and uMzimkhulu Local Municipal SCM policy.**

Only locally product goods or services that meet the stipulated minimum threshold for local production and content as determined by DTI will be considered for acceptance. Any tender that does not meet the minimum threshold is an unacceptable tender

### Evaluation Criteria

#### Criteria for functionality

Evaluation minimum threshold is 60% or 18 points

Key aspect of criterion	Basis for points allocation	Score	Max. Points	Verification Method
<p><b>Experience of the Bidder</b> (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 project related to building construction/ Building Maintenance in the last 5 years starting from 2013. 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><b>3 projects = 20</b></p> <p><b>2 projects = 15</b></p> <p><b>1 projects = 10</b></p>	Excellent	<b>20</b>	List of Projects with letter of appointment and completion certificate or reference letter

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<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
<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 Construction sequence), Construction Administration, Quality Management, Health and Safety Plan	Method statement met all the requirements.	Good	<b>5</b>	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 Ndzoyiya  
**Telephone** : (039) 259 5041  
**Fax No** : (039) 259 0427  
**Email Address** : [ndzoyiyal@umzimkhulum.gov.za](mailto:ndzoyiyal@umzimkhulum.gov.za)  
**Closing date**

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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, 06<sup>th</sup> of September 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**