

169 Main Street  
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## BUDGET & TREASURY DEPARTMENT

PROVINCE OF KWAZULU-NATAL  
KZN 435

Date issued 18/07/2022  
KZN435/22/23/001/CSS

### 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
SUPPLY AND DELIVERY OF LIBRARY PROMOTIONAL MATERIAL	ULM-CSS 001/23	27/07/2022 @ 14h:30

Tender documents will be available on the municipal website ([www.umzimkhululm.gov.za](http://www.umzimkhululm.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 **21<sup>st</sup> of July 2022**; cut-off time for buying documents is the **27<sup>th</sup> of July 2022, 15 minutes before the briefing time.**

Non-compulsory briefing meeting is scheduled to take place at **uMzimkhulu Municipality Main Building Boardroom, 169 Main 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.
- 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).

**Service providers must meet the minimum threshold percentage for local production and content for the textiles, clothing, and leather and footwear sector of 100% in accordance with the terms of Regulation 9(1) of the Preferential Procurement Regulations, 2017.**

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

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

**Second Phase of Evaluation**

- Service providers must meet the specification (quote according to the specification)

**120 days Price Validity**

**Contact Details**

**All other enquiries shall be directed to:**

**Attention : Miss V. Dlamini**  
**Telephone : (039) 259 5063**  
**Fax No : (039) 259 0427**  
**Email Address : [dlaminiv@umzimkhululm.gov.za](mailto:dlaminiv@umzimkhululm.gov.za)**

**SCM Compliance enquiries shall be directed to:**

**Attention : Miss O. Basi**  
**Telephone : (039) 259 5034**  
**Fax No. : (039) 259 0427**  
**Email Address : [basio@umzimkhululm.gov.za](mailto:basio@umzimkhululm.gov.za)**

**Closing date**

Tender documents in a sealed envelope clearly indicating the **tender number and tender 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, 12<sup>th</sup> of August 2022**  
Telegraphic, telex, telephone, electronic, facsimile and late tenders will not be accepted.

Tenders may only be submitted along with the tender documentation provided by the municipality.

**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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**K. V. NYAMELA**  
**ACTING MUNICIPAL MANAGER**