

169 Main Street
Private Bag 53
Umzimkhulu
3297



Email: info@umzimkhulum.gov.za
Tel: (039) 259 5000/5300
Fax: (039) 259 0427

OFFICE OF THE MUNICIPAL MANAGER

PROVINCE OF KWAZULU-NATAL
KZN 435

Date issued 13/08/2025 (Website and Notice Board)
KZN435/25/26/004/PNLG

INVITATION TO QUOTE UMZIMKHULU LOCAL MUNICIPALITY

uMzimkhulu Municipality hereby invites reputable and experienced Service providers to respond on the project below:

QUOTATION NAME	QUOTE NUMBER	BRIEFING DATE
Hired Facilities for Tourism Festival	ULM-PNLG 001/26	18/08/2025 @ 11:00

Quotation documents will be available on the municipal website (www.umzimkhulum.gov.za) and will also 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 15th of August 2025; cut-off time for buying documents is the 18th of August 2025 15 minutes before the briefing time.

A compulsory briefing meeting is scheduled to take place at uMzimkhulu Municipality Makhosini Building, 247 Main Street, uMzimkhulu 3297.

Invalid or non-submission of the following documents will render the Quoter disqualified; Specific Goals points will not be allocated if the required documents are not submitted / invalid.

- Registered on Central Suppliers Database (CSD) attach proof of Registration.
- MBD 4, 8, 6.1 & 9
- Municipal rates and services certificate / billing for the directors, owners, shareholders of 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 on the document. Tender document must be signed by the authorized person.

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

Criteria for functionality

Minimum threshold (33.33% or 10 Points)

Key aspect of criterion	Basis for points allocation	Max. Points	Verification Method
Company experience	<p>The company must have supply and deliver on experience of hired facilities for the following projects:</p> <ul style="list-style-type: none"> ➤ Performance stage with lightening conductor ➤ Grandstand and ➤ Speed fencing <p>The company with all hired facility project (3 projects) = 30 Points The company with two projects of the hired facilities = 20 Points The company with one project of hired facilities = 10 Points</p>	30	Attached traceable reference letters on supplying any of the hired facilities
TOTAL POINTS		30	

NB: NB: It is compulsory for a bidder to score not less than 33.33% on experience.

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The 80/20 scoring will apply.

80 Price

20 Specific goals

Specific Goals

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system)	Verification document(s)
Specific goals 2: RDP Goals		
Companies that are 100% owned by south African citizen. 100% Points allocation =10 Points	Max. Points 10	CIPC registration Certificate (Companies and Intellectual Property Commission) Or Detailed CSD report verification on CSD portal by the Municipality) Or Certified Copy RSA Identity document of the director(s) (verification on CSD portal by the Municipality)
Companies that are 50% owned by South African citizen. 50% Points Allocation = 5 Points		
Companies that are less than 50% owned by South African citizen. 25% Allocation = 2.5 Points		
Promotion of business: - located within KZN province.	10 Points	Preferred address on CSD report and certified copy of utility bill on property rates and services for the enterprise / Company. Or Preferred address on CSD report and original letter for the Enterprise or Company from Induna / Chief/ ward Councilor. (verification on CSD portal by the Municipality)
TOTAL / MAXIMUM POINTS	20	

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180 days Price Validity

Contact Details

All Technical enquiries shall be directed to:

Attention : Ms. B. Mdutyana
Telephone : 039 259 5095
Email Address : mdutyanaab@umzimkhululm.gov.za

All SCM compliance enquiries shall be directed to:

Attention : Mr. S. Ndawonde
Telephone : 039 259 5089
Email Address : ndawondes@umzimkhululm.gov.za

Closing date

Quote documents in a sealed envelopes clearly indicating the **Quote number and Quote 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 pm of 22nd of August 2025** Telegraphic, telex, telephone, electronic, facsimile, and late quotes will not be accepted.

Quoters may only be submitted along with the Quotation 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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DR. C. A. NGQOMIYA
MUNICIPAL MANAGER