



# UMVOTI MUNICIPALITY

## UMKHANDLU WASE UMVOTI GREYTOWN

SCM ADVERT ISSUED

2023 -10- 0 3

UMVOTI MUNICIPALITY

### TENDER NOTICE ADVERTISING

Bids are hereby invited in terms of the Municipal Systems Act, act 32 of 2000 as amended, and in terms of Sections 110, 111 & 112 of the Municipal Finance Management Act, act 56 of 2003 read together with section 19 of scm policy from suitably qualified and experienced company for undertaking the below mentioned services under **Umvoti Municipal Area**.

PROJECT NAME	CONTRACT NO.:	TENDER CLOSING DATE
Provision of Internal Audit for the Period of 36 Months for Umvoti Municipality	T2023/10/03/PIAUM	13 November 2023

Bids are to be completed in accordance with the conditions attached to the documents.

Bidders must take note of the following: -

- Valid original SARS tax clearance certificate or attach the SARS letter with the PIN.
- Umvoti Municipality Supply Chain Management Policy will apply.
- Failure to complete all bid forms, data sheets and submit all supplementary information will lead to the bid being considered non-responsive.
- All Bids are valid for 120 days after bid closing date.
- Municipal account, lease agreement for urban resident for both director and the company not older than 3 months.
- Proof of residence for rural residents only for both the director and company not older than 3 months.
- CK document /proof of company registration.
- Certified ID copies of members/directors not older than 3 months.
- Authority of signatory.
- Proof of CSD registration.
- Record of addenda to tender document.
- Qualifications of team members should include Chartered Accountants, Certified internal Auditor, Registered Government Auditor, SAICA membership and there should be proof of Institute of Internal Auditors should be attached.
- In the case of a joint venture/ consortium every member must submit a separate tax clearance certificate/ tax compliance/ pin, other supporting documents, and failure to submit will disqualify the bid.
- Umvoti Municipality subscribes to the Preferential Procurement Policy Framework Act, 2000 (Act no.5 of 2000) and therefore gives preference to tenders from emerging contractors or tenders in joint venture with emerging partners.
- The Umvoti Local Municipality subscribes to the Preferential Procurement Policy Framework Act No. 5 of 2000 and Preferential Procurement Regulations 2022.
- Failure to comply with the above will lead to disqualification.
- The municipality reserves the right to conduct background checks on all previous work conducted by bidders.
- **Minimum qualifying score is 75%, bidders that score less than 70 out of 100 points for the functionality criteria will be regarded as submitting a non-responsive bid.**
- The following allocation of points will be used to calculate points for the functionality of bids and bidders should ensure that they submit all stipulated supporting documents and information to be pre – evaluated on the criteria mentioned below:
  - ✓ **Service provider experience, performance, and achievement– 50 points**
  - ✓ **Projects with clean audit outcome – 05 points**
  - ✓ **Credibility Internal Audit Outcome – 05 points**



- ✓ **Firm of Chartered Accountants or IRBA-05 points**
- ✓ **Qualifications and Experience of the team and the firm-10 points**
- ✓ **Technical Approach and Methodology and Skills Transfer- 15 points**
- ✓ **Planned work-10 points.**
- The below 80/20 preference points will be applicable with specific goals as per Umvoti Municipality Supply Chain Management Policy.

#	Specific Goal(s)	Number of points allocated 80/20 pp	Verification document
1	Youth Categories	5	CSD report and certified copy of ID
2	disability	5	Proof of Doctors certificate And CSD report
3	Gender Based Ownership %	10	CSD report, CK or company registration certificate, copy of ID and BBBEE certificate
a)	Women Ownership (*Must be South African)	5	
	Women ownership - 100% : Black	5	
	Women ownership - > 51% : Black	4	
	Women ownership - 25% - 50% : Black	3	
	Women ownership - 100% : Indian and Coloured	3	
	Women ownership - > 51% : Indian and Coloured	2	
	Women ownership - 25% - 50% : Indian and Coloured	1	
	Women ownership - 100% : White	2	
b)	Men Ownership (*Must be South African)	5	
	Men ownership - 100% : Black	5	
	Men ownership - > 51% : Black	4	
	Men ownership - 25% - 50% : Black	2	

## BID DOCUMENTS

Bid documents will be available as from the **19 October 2023** at uMvoti municipality website [www.umvoti.gov.za](http://www.umvoti.gov.za).

## BID SUBMISSION

Bids, in sealed envelopes clearly endorsed with the respective project name are to be placed in bid box at the Umvoti Municipality, 41 Bell Street, and Greytown, 3250 – on or before 12h00 **noon as per the above date**. Late, email, fax bids and bids delivered by courier services will not be accepted.

## BID ENQUIRIES

All bid enquiries shall be referred to:  
**SCM-UMVOTI MUNICIPALITY**

**Umvoti Municipality's Procurement Policy will apply, and the Municipality is not bound to accept the lowest bid or furnish any reason for the acceptance or rejection of any bid and reserves the right to accept any bid or part thereof.**

*Ndaba*  
Ms NP Ndaba  
Municipal Manager

P.O Box 71  
GREYTOWN, 3250

Notice no. 4876

