

169 Main Street
Private Bag 53
Umzimkhulu
3297



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

BUDGET & TREASURY DEPARTMENT

PROVINCE OF KWAZULU-NATAL
KZN 435

Date issued 20/03/2025
KZN435/24/25/020/INFR

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
Additional on Panel for Environmental Management profession Duration will be for the remaining months (24 Month Contract)	ULM-INFR 021/25	28/03/2025 @10h:00 am

Tender documents will be available on the municipal website (www.umzimkhululm.gov.za) and will also be available from the cashier at 169 Main Street, uMzimkhulu, 3297 upon the non-refundable payment of R150 per document or a bank guaranteed cheque made out to uMzimkhulu Municipality during working hours between 09:30am and 16:00pm from the 26th of March 2025; cut-off time for buying documents is the 28th of March 2025, 15 minutes before the briefing time.

A compulsory 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 Tenderer 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 4,6,1,8 & 9

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- Municipal rates and services certificate / statement / billing for all 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.
- 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 documents must be signed by the authorized person.

Conditions of Tender

- *80/20 Preference Point System will be considered at a later stage during the receipt of quotation(s) as and when required*
- *Functionality will be considered and uMzimkhulu Local Municipal SCM policy will apply.*
- *Specific goals will be considered during panel participation, and the existing specific goals of the panel will be applied.*
- *Once the panel has been established, a rotation system will be used by obtaining quotations from the successful applicants*

Second Phase of Evaluation

Evaluation criteria

Functionality

Evaluation Minimum threshold 50% or 20 Points

CRITERIA	CRITERIA DESCRIPTION	Points	Verification Method
Relevant Experience	At least maximum of Ten (10) successfully completed projects in EIA/ Ecological study on managing or supervising ranging from the value of R 50,000 or Higher, completed within the past fifteen	20	(it is compulsory to attach signed appointment letters and attach their

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	(15) years <i>(it is compulsory to attach signed appointment letters and attach their respective reference letters stamped and signed by the appointing institution).</i> <table><tr><td>Ten Projects</td><td>20 Points</td></tr><tr><td>Five to nine projects</td><td>10 Points</td></tr></table>	Ten Projects	20 Points	Five to nine projects	10 Points		respective reference letters stamped and signed by the appointing institution).
Ten Projects	20 Points						
Five to nine projects	10 Points						
Expertise	Environmentalist shall have at least a B-Tech / BSC in Environmental Management as well as 7 (Seven) years' relevant experience and must be registered as a Professional Environmentalist with EAPASA. <table><tr><td>Qualification with 7 Years' Experience</td><td>20 Points</td></tr><tr><td>Qualification with 5-6 Years' Experience</td><td>10 Points</td></tr></table>	Qualification with 7 Years' Experience	20 Points	Qualification with 5-6 Years' Experience	10 Points	20	(It is compulsory to attach detailed CVs with Certified copies of the qualifications and proof of registration of Personnel whom will be involved during the course of this contract).
Qualification with 7 Years' Experience	20 Points						
Qualification with 5-6 Years' Experience	10 Points						

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 50% of threshold but scores less than 50% on one or more of the segments above the bidder will be non-responsive.

The 80/20 scoring will apply

80	Price
20	Specific goals

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Specific Goals

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system)	Verification document(s)
Specific Goals 1: Ownership		
Companies that are 51% owned by black South African citizen (s)	Max. Points 4	Certified ID copy of director/ Owner. or Detailed CSD report verification on CSD portal by the Municipality)
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)
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% Points Allocation = 2.5 Points		
Business Falls under the SMME Category Promotion of enterprise located within KZN	Max. Points 6	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 / Company from Induna / Chief/ ward Councillor (verification on CSD portal by the Municipality) (verification on CSD portal by the Municipality)
TOTAL / MAXIMUM PROINTS	20	

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180 days Price Validity

Contact Details

All Technical enquiries shall be directed to:

Attention : Mrs. N Mzozo
Telephone : 039 259 5063
Email Address : mzozon@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

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 pm of 11th of April 2025**. 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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DR C. A NGOOYIYA
MUNICIPAL MANAGER