

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 31/03/2025.
KZN435/24/25/022/CSS

RE-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
PROVISION OF PAUPER BURIAL SERVICES (12 MONTH CONTRACT)	ULM-CSS 016/24	08/04/2025 @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 03rd of April 2025; cut-off time for buying documents is the 08th of April 2025, 15 minutes before the briefing time.

Non-compulsory briefing meeting is scheduled to take place at uMzimkhulu Municipality Makhosini Building Boardroom, 247 Mzimkhulu Mlonyana 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
- Municipal rates and services certificate / statement / 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.
- 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 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

Evaluation Criteria

Criteria for functionality

Minimum threshold (57% or 40 points)

CRITERIA	CRITERIA DESCRIPTION	POINTS	Verification Method
RELEVANT EXPERIENCE	<p>The tender must have experience in Burial Services</p> <p>4 years = 40 points 2-3 years = 20 points</p>	40	Attach company Profile detailing their services rendered.
METHODOLOGY	<p>Must demonstrate a clear understanding of service to be rendered and a manner to implement (one page document)</p> <p>Turnaround time after receiving the call to render a pauper or indigent burial service (within 7 days)</p> <ul style="list-style-type: none"> Fully demonstrated understanding and meeting turnaround time = 20 points Partially demonstrated understanding and meeting turnaround time = 10 points 	20	Attach Project Methodology

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ACCREDITATION	Must be registered with one of the Funeral federation or Association (e.g SAFPA, FUDAS, NAFUBA)	10	Certified copy of registration certificate
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NB: It is compulsory for a bidder to score not less than 50% per segment on the above table. Even if the bidder has scored the 57% of threshold but scores less than 50% on one or more of the segments above the bidder will be non-responsive.

NB: on Accreditation segment it is compulsory to score full points 100%.

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		
Promotion of south African owned enterprises:		
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		

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		(verification on CSD portal by the Municipality)
Promotion of Business located within:		
Umzimkhulu Municipality = 10 points	Max. Points 10	Preferred address on CSD report and certified copy of utility bill on property rates and services for the enterprise / Company.
Harry Gwala District Municipality = 5 points		Or
KwaZulu Natal Province = 3 points		Preferred address on CSD report and original letter for the enterprise / Company from Induna / Chief/ ward Councillor.
		(verification on CSD portal by the Municipality)
TOTAL / MAXIMUM PROINTS	20	

180 days Price Validity

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Contact Details

All other enquiries shall be directed to:

Attention : Mrs. B Nomvalo
Telephone : (039) 259 5076
Email Address : nomvalob@umzimkhululm.gov.za

SCM Compliance enquiries shall be directed to:

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

Closing date

Tender documents in a sealed envelope clearly indicating the **tender number and project 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, 25th 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.

11.
DR C. A. NGQOYIYA
MUNICIPAL MANAGER