



CITY OF uMHLATHUZE

TENDER 8/2/1/UMH964-21/22: PROPOSALS FOR PROJECT MANAGEMENT SERVICES FOR THE SAP ENTERPRISE RESOURCE PLANNING SOLUTION (ERP) AS AND WHEN REQUIRED UNTIL 31 OCTOBER 2024.

Tenderers are hereby invited from suitably qualified suppliers for the following:

Bid Number	Bid Descriptions	Non-Refundable Tender Fee	Preferential point system	Opening Date for Bid Document Collection	Compulsory Briefing Session Date, Time and Venue	Bid Closing Date and time
8/2/1/UMH964-21/22	PROPOSALS FOR PROJECT MANAGEMENT SERVICES FOR THE SAP ENTERPRISE RESOURCE PLANNING SOLUTION (ERP) AS AND WHEN REQUIRED UNTIL 31 OCTOBER 2024	R 1414.00	Price=80 Equity=20	09/06/2022	Not Applicable	10/07/2022 12h00

Note: Mandatory requirements for tenders:

- **Regulation 44 of the Supply Chain Management Regulations** states that the Municipality may not make any award to a person who is in the service of the state (government), and if that person is not a natural person, of which any Director, Manager, Principal, Shareholder or Stakeholder is a person in the service of the state; or who is an advisor or consultant contracted with the municipality or municipal entity.
- All bids are subject to the terms and conditions contained herein and in the bid documentation as stipulated by various legislations governing public procurement including City of uMhlathuze's policies
- uMhlathuze Municipality does not bind itself to accept the lowest or any tender, and reserves the right to accept any tender in whole or in part.
- All items that are in a designated sector will be subjected to a stipulated minimum threshold requirement for local production and content requirements in compliance with Council's Preferential Procurement Policy.
- The compulsory briefing session is not required however any queries may be sent via email to **Mr Mthokozisi Manzini** at ManziniM@umhlathuze.gov.za or **Mr Thulani Kubheka** at KubhekaBT@umhlathuze.gov.za
- Only tender documents purchased from the City of uMhlathuze will be acceptable.
- **The Tenderers currently providing SAP related services to the uMhlathuze Municipality are not eligible / allowed to tender.**

Submission of bids

- Sealed bids, **clearly endorsed: "TENDER NO: 8/2/1/UMH964-21/22"** must be placed in the Tender/Bid box at at the Stores and Procurement, Alton, **Richards Bay before 12:00 noon on 10-07-2022.**
- The Tenderers **details and return address** must be indicated on the back of the sealed envelope in which the Tender is deposited, this is required for the purposes of returning tenders in cases where it may be required.

SPECIAL INSTRUCTIONS: PRE-QUALIFICATION CRITERIA

- Tender documents will not be issued after closing date of the Tender.

Tender Documents will be available at the Customer Service Desk, Civic Centre, 5 Mark Strasse, Richards Bay, telephone (035) 907 5996/7//8/9 as from **09-06-2022 at 12h00 up 10-07-2022 at 12h00 the closing day of tender documents collection. Please note that in order to obtain a Tender Document payment of the non- refundable deposit can be made at: Rates Hall-Civic, Richards Bay or payment may also be made directly into Council's bank account: ABSA Richards Bay Account number 2150000095.**

Reference: "Tender No:, Name of Company:"

No documents will be handed out unless the tenderer or his representative produces a receipt for the deposit. Only Bank guaranteed cheques, EFT or cash will be accepted as payment method and cheques will be made in favor of uMhlathuze Municipality. It should be noted that the Rates Hall closes at 15:00 on weekdays for receipt of payments.

Should use be made of a Courier Company to collect tender documents on behalf of your company, proof of payment and arrangement for the collection of the tender documents must be emailed to: ShabalalaNT@umhlathuze.gov.za, Wendy.Wilke@umhlathuze.gov.za, Lungi.Mbatha@umhlathuze.gov.za and Faith.Mkhwanazi@umhlathuze.gov.za

Council will not accept responsibility for the late delivery of Tenders by courier services or any other means that are not placed in the tender box on or before the date and time of closing of the tender.

Enquiries can be directed in writing to **Mr Mthokozisi Manzini** at ManziniM@umhlathuze.gov.za or **Mr Thulani Kubheka** at KubhekaBT@umhlathuze.gov.za

It is the requirement of this tender that the successful bidder must implement a successful Corporate Social Investment (CSI).

Tenderers who have not been contacted within 120 days after the closing date of this tender must accept that their tender was unsuccessful.

Civic Offices
Private Bag X1004
RICHARDS BAY
3900
DMS 1512045
MN/32/2022

Mr NG Zulu
MUNICIPAL MANAGER (ACTING)