

169 Main Street
Private Bag 53
Umzimkhulu
3297



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

BUDGET & TREASURY DEPARTMENT

PROVINCE OF KWAZULU-NATAL
KZN 436

Date issued 14/04/2023.
KZN435/22/23/011/BTO

INVITATION TO TENDER UMZIMKHULU LOCAL MUNICIPALITY

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

TENDER NAME	TENDER NUMBER	BRIEFING DATE
ASSET MANAGEMENT SUPPORT (12 Month Contract)	ULM-BTO 004/23	24/04/2023 @10h:30 am.

Tender 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 R200 per document or a bank guaranteed cheque made out to uMzimkhulu Municipality during working hours between 09:30am and 16:00pm from the 18th of April 2023; cut-off time for buying documents is the 24th of April 2023, 15 minutes before the briefing time.

Compulsory briefing meeting is scheduled to take place at uMzimkhulu Municipality Makhosini Building, 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, 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.

169 Main Street
Private Bag 53
Umzimkhulu
3297



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

BUDGET & TREASURY DEPARTMENT

PROVINCE OF KWAZULU-NATAL
KZN 435

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 in the tender document)

80/20 Preference Point System will be used on the following project and uMzimkhulu Local Municipal SCM policy.

Second Phase

Evaluation criteria Functionality

Minimum threshold 20 points or 50%

Criteria	Points Allocation	Verification Method
1. Company experience		Reference letters in asset management detailing performance of the company
Company experience in asset management function in the municipal environment	10	
<ul style="list-style-type: none"> ▪ Three projects for asset management function performed in any municipality ▪ Two projects for asset management function performed in any municipality 	5	

169 Main Street
Private Bag 53
Umzimkhulu
3297



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

BUDGET & TREASURY DEPARTMENT

PROVINCE OF KWAZULU-NATAL
KZN 435

<p>2. Expertise Project Manager A Chartered Accountant registered with SAICA with years' of experience in municipal asset management.</p>		
<ul style="list-style-type: none"> 10 years' experience as a chartered accountant with 5 completed projects in asset management 5 - 9 years' experience as a chartered accountant with 5 completed projects in asset management 	10	Proof of registration with SAICA and CV detailing projects performed in asset management
<p>Team Member</p>	5	
<p>A Civil Engineer with years of experienced in municipal Asset Management</p>		
<ul style="list-style-type: none"> 10 years' experience as an engineer with 3 completed projects in asset management 	10	Qualification and CV detailing years of experience as an engineer and projects performed in asset management
<ul style="list-style-type: none"> 5 - 9 years' experience as an engineer with 3 completed projects in asset management 	5	
<p>3. Methodology</p>		
<p>Methodology of a service provider must cover practical and sound understanding of the municipality's needs and adequately responds to the municipality's needs.</p>		
<p>Service provider must demonstrate the following:</p>		

169 Main Street
Private Bag 53
Umzimkhulu
3297



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

BUDGET & TREASURY DEPARTMENT

PROVINCE OF KWAZULU-NATAL
KZN 435

<ul style="list-style-type: none"> Availability of resources (such as motor vehicles) to cover all municipal sites where municipality's immovable assets are situated for verification purposes Procedure to be followed in asset verification and conditional assessments An understanding of the process of ranking of assets by their conditions after verification Understanding of accounting standards applicable to asset management of the municipality <p>-Fully Covered</p> <p>-Partially Covered (limited information)</p>		
	10	
	5	

The points associated with the comprehensive proposal will be awarded as reflected in the above table. The bidder must score at least 50% in each of the above segment. Even if the bidder has scored 50% threshold but fail to score 50% on one or more of the segments above, the bidder will be considered non-responsive.

The 80/20 scoring will apply.
80 - Price
20 - Specific goals

Specific Goals

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

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system)	Verification Documents
RDP Goals (Max Points = 20)		
Promotion of South African Owned Enterprise	20	1. CIPC registration Certificate (Companies and Intellectual Property Commission) And Detailed CSD report 2. Certified Copy RSA Identity document of the director(s)
TOTAL MAXIMUM POINTS	20	

120 days Price Validity

All Technical enquiries shall be directed to:

Attention : Mr B. Mvuyana
Telephone : (039) 259 50
Fax No : (039) 259 0427
Email Address : mvuyanab@umzimkhululm.gov.za

SCM Compliance enquiries shall be directed to:

Attention : Miss O. Basi
Telephone : (039) 259 5034
Fax No. : (039) 259 0427
Email Address : basio@umzimkhululm.gov.za

Closing date

169 Main Street
Private Bag 53
Umzimkhulu
3297



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


BUDGET & TREASURY DEPARTMENT

PROVINCE OF KWAZULU-NATAL
KZN 435

Tender documents in a sealed envelope clearly indicating the **tender number and tender 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, 12th of May 2023** 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.


.....
C.A. NGQOYIYA
MUNICIPAL MANAGER