

169 Main Street
Private Bag 53
Umzimkhulu
3297



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

OFFICE OF THE MUNICIPAL MANAGER

PROVINCE OF KWAZULU-NATAL
KZN 435

Date issued 20/08/2026.
KZN435/26/27/006/PNLG

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
FACILITATOR FOR THE COUNCIL STRATEGIC PLANNING SESSION (5 MONTHS CONTRACT)	ULM-PNLG 004/27	27/08/2026@ 10:00

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 R 100 per document or a bank guaranteed cheque made out to uMzimkhulu Municipality during working hours between 09:30am and 16:00pm from the 25th of August 2026; cut-off time for buying documents is the 27th of August 2026, 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.

- Tenderer must be registered on Central Suppliers Database (CSD) attach proof of Registration / provide CSD registration number.
- MBD 4,6.1, 8 & 9
- 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.

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- Registration as Professional or Technical: 10 points (Copy of certified certificates of registration must be submitted)		Compulsory
METHODOLOGY PHASE 1: PREPARATION AND INITIATION (INCEPTION REPORT). PHASE 2: FACILITATION OF COUNCIL STRATEGIC PLANNING SESSION. PHASE 3: DEVELOPMENT OF MUNICIPAL VISION & STRATEGIC OBJECTIVES. PHASE 4: OPPORTUNITIES AND SPATIAL PROPOSALS. PHASE 5: COMPLETION (FINAL STRATEGIC PLAN) AND CLOSE OUT REPORT.	All aspect covered =10 points	Attache Detailed Proposal for Project Phases.
	All aspect covered with limited information = 5 points	
TOTAL.	110	

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 45.45% or 50 points of the threshold, but scores less than 50% one or more of the segments above. The bidder will be non-responsive

NB: It is compulsory for the bidder to score 100% on accreditation

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 2: RDP Goals		
Promotion of SA Owned enterprises		
Companies that are 100% owned by south African citizen. 100% Points allocation =20 points	Max Points 20	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) (verification on CSD portal by the Municipality)
Companies that are 50% owned by South African citizen. 50% Points Allocation = 10 Points		
Companies that are less than 50% owned by South African citizen. 25% Points Allocation = 5 Points		
TOTAL / MAXIMUM POINTS	20	

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180 days Price Validity

Contact Details

All Technical enquiries shall be directed to:

Attention : Mr. T. Maphumulo
Telephone : (039) 259 5024
Email Address : maphumulot@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 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, 11th of September 2026**. Telegraphic, telex, telephone, electronic, facsimile, and late tenders will not be accepted.

Tenders may only be submitted on 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. NGQOYI
MUNICIPAL MANAGER