



**TENDER NO. 06/2025**

**INVITATION FOR SERVICE PROVIDERS TO FORM A PANEL OF INTERNAL AUDITORS FOR UMGUNGUNDLOVU DISTRICT MUNICIPALITY**

The uMgungundlovu District Municipality seeks Registered Professional Auditors to form a panel for the provision of an internal audit service for the municipality for a period of 36 months.

Tender documents can be downloaded from the municipal website at [www.umdm.gov.za/www.etenders.gov.za](http://www.umdm.gov.za/www.etenders.gov.za); or alternatively can be collected from offices of the Cashier at the uMgungundlovu District Municipality, 242 Langalibalele Street, Pietermaritzburg. If tenders are collected, a non-refundable tender deposit of R150.00 is payable to the uMgungundlovu District Municipality.

Any queries can be directed via email [scm@umdm.gov.za](mailto:scm@umdm.gov.za). A Compulsory Briefing Session will be held on **06 June 2025 at 10H00**, at the uMgungundlovu District Municipality, Council Chambers, 242 Langalibalele Street, Pietermaritzburg. Non-attendance at the Compulsory Briefing Session will render any submission invalid.

Tender submissions must be properly bound and must be placed in the tender box situated on the ground floor of the uMgungundlovu District Municipality, 242 Langalibalele Street, Pietermaritzburg, before **12H00 on 03 July 2025**, in a sealed envelope which is clearly marked with the Tender Number and Tender Description. Late Tenders received by way of Facsimile or E-Mail will under no circumstances be considered.

Service Providers will be evaluated in terms of functionality as part of the minimum requirements before evaluated on price as follows:

| EVALUATION CRITERIA   | WEIGHT |
|---|--------|
| 1) COMPANY EXPERIENCE IN PUBLIC SECTOR, SPECIFICALLY LOCAL GOVERNMENT | 50     |
| 2) PARTNER/DIRECTOR   | 10     |
| 3) AUDIT TEAM   | 30     |
| 4) SPECIALISTS  | 10     |
| TOTAL   | 100    |

**Note: A bidder/s that scores less than 70 points out of 100 in respect of functionality will be regarded as submitting a non-responsive bid and will be disqualified.**

Should the relevant bidder/s meet the minimum required percentage or minimum points, they will be evaluated in terms of price and preference as per the PPPFA Act, No.5 of 2000 and its associated Regulations issued by the National Treasury.

- Tenderers are required to submit a minimum of 3 reference letters (not older than 5 years) of their proven track record in providing internal audit, forensic, IT and/or enterprise risk management services, Reference letters must indicate that the nature of works is similar to work required in this tender document as well as that the value of works completed is or exceeded R100,000.00.
- Tenderers are required to submit proof of registration with the Institute of Internal Auditors, SAICA/ ACFE and IRBA. Proof of registration must be submitted with the bid submission, and failure to do so will result in disqualification of the bid.

The 80/20 preference point system in terms of the municipality's SCM Policy will be applicable as follows:

|  |                   | POINTS     |
|--|-------------------|------------|
| <b>PRICE</b>                                     |                   | 80         |
| <b>SPECIFIC GOALS (20 Points)</b>                |                   |            |
| <b>Race</b> (Points are not cumulative)          | <b>Sub-points</b> | 10         |
| - $\geq$ 50% Black Owned (HDP)                   | 10                |            |
| - < 50% Black Owned (HDP)                        | 5                 |            |
| <b>Locality</b> (Points are not cumulative)      | <b>Sub-points</b> | 10         |
| - Office based in uMgungundlovu District         | 10                |            |
| - Office based in KwaZulu-Natal (outside uMDM)   | 5                 |            |
| - Office based outside of KwaZulu-Natal          | 3                 |            |
| <b>Total points for Price and Specific Goals</b> |                   | <b>100</b> |

All service providers intending to submit a tender are required to be registered on the Central Supplier Database. Tenderers shall take note of the following Tender Conditions:

- uMgungundlovu District Municipality's procurement policy will apply,
- uMgungundlovu District Municipality does not bind itself to accept the lowest tender or any other tender and reserves the right to accept the whole or part of the tender,
- Tenders submitted are to be valid for a period of 90 days from the closing date for submissions of tenders.



**Dr. EX Muthwa**  
**Municipal Manager**  
**uMgungundlovu District Municipality**