

169 Main Street  
Private Bag 53  
Umzimkhulu  
3297



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

## BUDGET & TREASURY DEPARTMENT

PROVINCE OF KWAZULU-NATAL  
KZN 435

Date issued 04/09/2023.  
KZN435/23/24/003/CORP

### INVITATION TO TENDER UMZIMKHULU LOCAL MUNICIPALITY

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

TENDER NAME	PROPOSAL NUMBER	BRIEFING DATE
MEDICAL PRACTITIONER FOR MEDICAL SURVEILLANCE (24 Month Contract)	ULM-CORP 002/24	13/09/2023 @11h:30 am

Tender documents will be available on the municipal website ([www.umzimkhululm.gov.za](http://www.umzimkhululm.gov.za)) and will also be available from the cashier at **169 Main Street, uMzimkhulu, 3297** upon the **non-refundable payment of R100 per document or a bank guaranteed cheque made out to uMzimkhulu Municipality** during working hours between **09:30am and 16:00pm** from the **06<sup>th</sup> of September 2023**; **cut-off time for buying documents is the 13<sup>th</sup> of September 2023, 15 minutes before the briefing time.**

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 Goal points will not be allocated if the required documents are not submitted/ valid .**

- 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 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.

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- 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.
- 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 functionality will be considered. uMzimkhulu Local Municipal SCM policy will apply.**

### Second Phase

#### Functionality

**Evaluation Criteria Threshold 40 points or 80%**

Criteria	Points	Verification Method
Experience: (years in General medical Practice as a General medical Doctor.  10 years = 20 points 7-9 years = 10 points	20	CV with Medical Qualification certificate
<b><u>Expertise:</u></b> Medical Practitioner: Professional Medical Doctor who will be directly involved in medical surveillance must have a Medical Doctor Qualification.	10	Medical Doctor Qualifications.

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<p><b><u>Accreditation</u></b></p> <p>Doctor must be:</p> <ol style="list-style-type: none"> <li>1. Registered and in good standing with the Health Professions Council of South Africa and have</li> <li>2. License to dispense.</li> </ol> <p><b>NB: Both the above are required</b></p>	20	<ol style="list-style-type: none"> <li>1. Attach proof of Registration with practice number</li> <li>2. Attach copy of license to dispense</li> </ol>
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It is compulsory for the bidder to score at least 50 % on the experience segment and compulsory to score 100 % on expertise and accreditation.

**Service providers who met the minimum threshold above will proceed to the site verification phase**

### **Site Verification**

NB: Below listed is compulsory

NO.	ITEMS	Verification Documents	YES/NO
1.	<p><b>Quality of proposed personnel</b></p> <p><u>At least 2 Personnel with expertise:</u></p> <p>2X Occupational Health Nurses.</p>	Curriculum vitae with certified certificates and registrations with SANC (South African Nursing Council)	
2.	Fully established Surgery and mobile clinic will be verified upon	<b>1.Fully functioning surgery</b>	

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site visit by the uMzimkhulu Municipality.	<b>2.Proof of ownership for mobile clinic/Lease agreement</b>	
NB: Service providers who failed the site verification will be considered nonresponsive and will not proceed to price calculation		

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)
<b>Specific goals 2: RDP Goals</b>		
Promotion of south African owned enterprises	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)
<b>Promotion of business:</b> - located within KZN province	10	Preferred address on CSD report and copy of utility bill on property rates and services for the director. Or

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		preferred address on CSD report and original letter for the director from Induna / Chief/ ward Councillor.  verification on CSD portal by the Municipality)
TOTAL / MAXIMUM PROINTS	20	

### 120 days Price Validity

#### Contact Details

All Technical enquiries shall be directed to:

Attention : Ms Z. Dlamini  
Telephone : (039) 259 5056  
Fax No : (039) 259 0427  
Email Address : [dlaminiz@umzimkhululm.gov.za](mailto:dlaminiz@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](mailto:basio@umzimkhululm.gov.za)

#### Closing date

Bid documents in a sealed envelopes clearly indicating the **Bid number and Bid Name**, must be deposited in the tender box of uMzimkhulu Local Municipality, located at 169 Main Street,

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uMzimkhulu, 3297 reception area, not later than **12h: 00, 6<sup>th</sup> of October 2023** 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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MR C. A. NGONYIYA  
MUNICIPAL MANAGER