

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

Date issued 21/09/2023.
KZN435/23/24/006/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
PROVISION OF ICT EQUIPMENT (24 Month Contract)	ULM-CORP 004/24	02/10/2023 @11h:30 am.

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 R200 per document or a bank guaranteed cheque made out to uMzimkhulu Municipality during working hours between 09:30am and 16:00pm from the 26th of September 2023; cut-off time for buying documents is the 02th of October 2023, 15 minutes before the briefing time.

A compulsory briefing meeting is scheduled to take place on Microsoft Teams, Link will be on the advert uploaded to the municipal website (umzimkhululm.gov.za).

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.
- Attach affidavit if the account is under your parents, siblings, grandparents, and you are not paying any Municipal rates.

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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

Criteria for functionality

Evaluation minimum threshold is 60% or 30 points

Criteria	Basis for points allocation	Max. Points	Verification Method
Relevant Experience : The company must have completed projects in supply and delivery of computers in the last 5 years; for each project a reference letter must be provided.	6 projects completed	20	Attach contactable Reference Letter
	Minimum 3 - 5 projects completed	10	
Methodology Methodology sets out the manner in which the bidder will carry out the work. clear timeframes for completion of the project (maximum of up to one month),	Supply and delivery within two weeks	20	Project methodology
	Supply and delivery within one month	10	

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Accreditation	Has partnership/reseller with the product manufacture	10	attach proof of partnership status
Partnership/reseller with manufactures that supply products for proposed solution.e.g. (HP Business Partner, Lenovo, Dell, etc)			

NB: It is compulsory for a bidder to score not less than 50%per segment on the above table. Even if the bidder has scored the 60 % of threshold but scores less than 50% on one or more of the segments above the bidder will be non-responsive.

-NB: On accreditation Segment the bidder must score full points (100%)

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)
Specific goals 2: RDP Goals		
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)

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Promotion of business :- located within KZN province	10	Preferred address on CSD report and copy of utility bill on property rates and services for the director or 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 : Mr L. Mtshengu
Telephone : (039) 259 5211
Fax No : (039) 259 0427
Email Address : mtshengul@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

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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, uMzimkhulu, 3297 reception area, not later than **12h: 00, 27th 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. NGQOMA
MUNICIPAL MANAGER