



## TENDER NOTICE AND INVITATION TO TENDER

### CITY OF uMHLATHUZE

#### TENDER NUMBER 8/2/1/UMH986-21/22: PROVISION OF PROFESSIONAL CONSULTING ENGINEERING SERVICES FOR UPDATING AND IMPLEMENTATION OF PROJECTS RELATED TO BUILT AND CIVIL ENVIRONMENT FOR A 3 YEAR PERIOD (PANEL OF CONSULTANTS AS AND WHEN REQUIRED)

Tenderers are hereby invited from suitably qualified suppliers for the following:

Bid Number	Bid Descriptions	Non-Refundable Tender Fee	Preferential point system	Opening Date for Bid Document Collection	Compulsory Briefing Session Date, Time and Venue	Bid Closing date and time
8/2/1/UMH986-21/22	Appointment of panel of consultants to service the Built and Civil Environment department for the period of 3 years as and when required.	R 1 200.00	Both: 90/10 and 80/20	01 August 2022	Date 11 August 2022, Time: 10h00 at Auditorium Civic Centre	07 September 2022 at 12h00

#### Note: Mandatory requirements for tenders:

- **Minimum Compulsory Requirements for the Panel** as per clause 3.11.2 of T1.2 Tender Data (Additions or Variation to Standard Conditions of Tender)
- The services required under this appointment, if made, will be for any of the six project work stages dependant on the specific project scope of works (Inception, Concept Viability, Design Development, Procurement Documentation, Contract Administration/Implementation and Close-Out Services).
- This tender will be awarded to different built environment professional services providers also referred to as tenderers or bidders in this document. Tenderers must fully indicate their capacity to undertake such works entailed in this document by fully responding to the minimum compulsory requirements and submitting relevant supporting documentation. Failing to indicate such, the municipality will consider the tenderer as non-responsive which will lead to the tenderer being disqualified. Tenderers must also obtain a minimum of 75% in the technical evaluation.
- All bids are subject to the terms and conditions contained herein and in the bid documentation as stipulated by various legislations governing public procurement including City of uMhlathuze's policies
- uMhlathuze Municipality does not bind itself to accept the lowest or any tender and reserves the right to accept any tender in whole or in part.
- The Principal Agent's Project Manager to be within the jurisdiction of the City of uMhlathuze (KZ282) or submit confirmation of intent to relocate after award, failing which the tender will be rendered non-responsive (will invalidate the tender)
- Tender open to Service Providers who are EME or QSE with Level 1 BBBEE in terms of PPPFA Regulations 2017, Clause 4(1)(A and B)

#### Submission of bids

Sealed bids, clearly endorsed: "Tender 8/2/1/UMH986-21/22: PROVISION OF PROFESSIONAL CONSULTING ENGINEERING SERVICES FOR UPDATING AND IMPLEMENTATION OF PROJECTS RELATED TO BUILT AND CIVIL ENVIRONMENT FOR A 3 YEAR PERIOD (PANEL OF CONSULTANTS AS AND WHEN REQUIRED)"

- "must be placed in the Tender/Bid box at the Supply Chain Management Unit, 22 Betastraat, Alton, Richards Bay before **12:00 noon on 07 September 2022**. (Only original documents that have been purchased will be considered).
- The Tenderers details and return address must be indicated on the back of the sealed envelope in which the Tender is deposited, this is required for the purposes of returning tenders in cases where it may be required.

Tender documents will be available from the uMhlathuze Municipality Customer Service Desk, Ground Floor at the Richards Bay Civic Centre, 5 Mark Strasse, telephone (035) 907 5996/7/8/9 from. 01 August 2022 @12h00, up to the day before the site briefing. Please note that in order to obtain a Tender Document, payment of the non-refundable deposit can be made at: Rates Hall Civic Centre Richards Bay, or directly into Council's bank account: ABSA Richards Bay, Account Number 2150000095. Reference "Tender no. 8/2/1/UMH986-21/22: Name of Company".

No documents will be purchased or issued on the briefing day unless the Tenderer or his/her representative produces a receipt for the deposit made prior the briefing date. Cheques will be made in favour of uMhlathuze Municipality. It should be noted that the Rates Hall closes at 15:00 on weekdays for receipt of payments. Only Bank Guaranteed cheques, EFT and cash deposits will be accepted as payment method.

Should use be made of a Courier Company to collect tender documents on behalf of your company, proof of payment and arrangement for the collection of the tender documents must be arranged on the following emails: [Faith.Mkhwanazi@umhlathuze.gov.za](mailto:Faith.Mkhwanazi@umhlathuze.gov.za), [Lungi.Mbatha@umhlathuze.gov.za](mailto:Lungi.Mbatha@umhlathuze.gov.za), and [ShabalalaNT@umhlathuze.gov.za](mailto:ShabalalaNT@umhlathuze.gov.za)

Technical Enquiries can be directed to **Mr Siboniso Zungu of the City of uMhlathuze at [ZunguSM@umhlathuze.gov.za](mailto:ZunguSM@umhlathuze.gov.za) or alternatively Ms. Nonsikelelo Khumalo at [KhumaloNG@umhlathuze.gov.za](mailto:KhumaloNG@umhlathuze.gov.za).**

Council will not accept responsibility for the late delivery of Tenders by courier services or any other means that are not placed in the tender box on or before the date and time of the closing of the tender.

**The Tenderers details and return address must clearly be indicated on the back of the sealed envelope in which the Tender is deposited, this is required for the purposes of returning tenders in cases where it may be required. If the tenderers detail and return address are not indicated as described above, the municipality's SCM shall hold such document in its custody for a period of 180 days before disposing them as deem fit by the municipality.**

**"It is a requirement of this tender that the successful tenderer must implement a successful Corporate Social Investment (CSI) project".**

Tenderers who have not been contacted 120 days after the closing date of this tender must accept that their tender was unsuccessful.

Civic Centre  
Private Bag X1004  
RICHARDS BAY  
3900  
MN/41/2022

Mr N G. Zulu

ACTING MUNICIPAL MANAGER