

169 Main Street  
Private Bag 53  
Umzimkhulu  
3297



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

## BUDGET & TREASURY DEPARTMENT

PROVINCE OF KWAZULU-NATAL  
KZN 435

Date issued 13/05/2024.  
KZN435/23/24/022/CORP

### 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
SUPPLY AND DELIVERY OF CLEANING MATERIAL (24 MONTH CONTRACT)	ULM-CORP 011/24	21/05//2024 @10h:00 am

Tender documents will be available on the municipal website ([www.umzimkhulum.gov.za](http://www.umzimkhulum.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 15<sup>th</sup> of May 2024; cut-off time for buying documents is the 21<sup>st</sup> of May 2024, 15 minutes before the briefing time.

A compulsory briefing meeting is scheduled to take place at uMzimkhulu Municipality Makhosini Building, 247 Main 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.**

- Registered on Central Suppliers Database (CSD) attach proof of Registration.
- MBD 4, 8, 6.1 & 9 -
- Municipal rates and services certificate / statement / billing for the directors, owners, shareholders of the company and for 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, functionality will be considered and uMzimkhulu Local Municipal SCM policy.**

### Second Phase of Evaluation:

- **Service providers must meet the specification (Quote according to the specification)**
- **Detailed quotation must be attached**

The 80/20 scoring will apply.  
80 Price  
20 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>		
Companies that are 100% owned by south African citizen. <b>100% Points allocation =10 points</b>		CIPC registration Certificate (Companies and Intellectual Property Commission)

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Companies that are 50% owned by South African citizen. <b>50% Points Allocation = 5 Points</b>	<b>Max. Points</b>  <b>10</b>	Or Detailed CSD report verification on CSD portal by the Municipality)
Companies that are less than 50% owned by South African citizen. <b>25% Points Allocation = 2.5 Points</b>		Or Certified Copy RSA Identity document of the director(s)
<b>Promotion of business: -</b>		
Umzimkhulu Local Municipality = 10	<b>Max. Points</b>  <b>10</b>	Preferred Address on CSD Report and any one of the following:
Harry Gwala District Municipality = 5 points		- Certified copy of a utility bill for property rates and services  or - Valid lease agreement  or - Original letter from the Chief or Local leader (Induna)  or Original proof of residence signed by a Ward Councilor.
<b>TOTAL / MAXIMUM POINTS</b>	<b>20</b>	

**120 days Price Validity**

### Contact Details

**All Technical enquiries shall be directed to:**

**Attention** : Mr M. Jaca  
**Telephone** : (039) 259 5095  
**Email Address** : [mkhizez@umzimkhulum.gov.za](mailto:mkhizez@umzimkhulum.gov.za)

**All SCM compliance enquiries shall be directed to:**

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**Attention** : Mr Z. Ngwane  
**Telephone** : 039 259 5220  
**Email Address** : [ngwanez@umzimkhulum.gov.za](mailto:ngwanez@umzimkhulum.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, uMzimkhulu, 3297 reception area, not later than **12h:00 pm of 31<sup>st</sup> of May 2024** Telegraphic, telex, telephone, electronic, facsimile, and late tenders will not be accepted.

Tenders may only be submitted along with 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. NGQOYIYA**  
**MUNICIPAL MANAGER**