



UMZIMKHULU LOCAL MUNICIPALITY KWA-ZULU NATAL

Umzimkhulu Local Municipality

KZN435/22/23/005/BTO INVITATION TO TENDER

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

TENDER NAME	TENDER NUMBER	BRIEFING DATE
PROVISION OF BANKING SERVICES (5 Year contract)	ULM-BTO 003/23	01/03/2023 @ 10h: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 R300 per document or a bank guaranteed cheque made out to uMzimkhulu Municipality during working hours between 09:30am and 16:00pm from the 21st of February 2023; cut-off time for buying documents is the 01st of March 2023, 15 minutes before the briefing time.

Compulsory briefing meeting is scheduled to take place at Umzimkhulu Municipality Makhosini Building, 247 Mzimkhulu Mlonyana Street, UMzimkhulu 3297

Invalid or non-submission of the following documents will render the Tenderer disqualified.

- 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 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.
- 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 uMzimkhulu Local Municipal SCM policy will apply.

Second Phase

Evaluation criteria Functionality

Minimum threshold 30 points or 50%

CRITERIA	POINTS	VERIFICATION METHOD
Company experience 10 years performing banking services with government and any other institutions. Years of experience performing banking services = 20 points Years of experience performing banking services = 10 points	20	Reference letter proving 10 years of service.
Methodology Service provider must demonstrate understanding of the project and approach to the project implementation in the following aspects: <ul style="list-style-type: none">Detailed implementation plan should have project milestones and time frames.Management of cashReporting, audit trails, and queriesElectronic banking servicesInterest ratesDebit or credit card facilityFully covered all aspects = 40 pointsPartial covered (Provided limited information) = 20 points	40	Project Methodology

The points associated with the comprehensive proposal will be awarded as reflected in the above table. The bidder must score at least 50% in each of the above segment. Even if the bidder has scored 50% threshold but fail to score 50% on one or more of

the segments above, the bidder will be considered non-responsive.

The 80/20 scoring will apply.

80 Price
20 Specific goals

Specific Goals

Specific goals allocated (Maximum points 20)	Number of points allocated (80/20 system)	Documents required for Verification
Promotion of South Africa owned enterprises	20	Preferred address on CSD Report and -Municipal accounts not older than 90 days/ Original confirmation letter from Induna/Ward councillor

120 days Price Validity

All Technical enquiries shall be directed to:

Attention : Mr S. Mgcwaba
Telephone : (039) 259 5009
Fax No : (039) 259 0427
Email Address : mgcwabas@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

Tender documents in a sealed envelope clearly indicating the tender number and tender 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, 21 of April 2023
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.

C.A NGQOYIYA
MUNICIPAL MANAGER