

169 Main Street  
Private Bag 53  
Umzimkhulu  
3297



Email: [info@umzimkhululm.gov.za](mailto:info@umzimkhululm.gov.za)  
Tel: (039) 259 5000/5300  
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## BUDGET & TREASURY DEPARTMENT

PROVINCE OF KWAZULU-NATAL  
KZN 435

Date issued 05/03/2024.  
KZN435/23/24/013/INFR

### 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	CIDB grading	BRIEFING DATE
CONSTRUCTION OF WARD 1 COMMUNITY HALL	ULM-INFR 009/24	5 GB or Higher	14/03/2024 @10h:00 am
CONSTRUCTION OF WARD 5 COMMUNITY HALL	ULM-INFR010/24	5 GB or Higher	14/03/2024 @ 10:00 am
CONSTRUCTION OF WARD 7 COMMUNITY HALL	ULM-INFR 011/24	5 GB or Higher	14/03/2024 @ 10:00 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 R300 per document or a bank guaranteed cheque made out to uMzimkhulu Municipality during working hours between 09:30am and 16:00pm from the 07<sup>th</sup> of March 2024; cut-off time for buying documents is the 14<sup>th</sup> of March 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.

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**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.
- 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:

The functionality will be applied as a prequalifying criterion to determine the tenders that qualify for further evaluation. The quality shall be scored as per table below. Points will be allocated only where the required supporting documentation has been submitted by the tenderer.

**Evaluation minimum threshold for Functionality is 50% or 50 Points:**

Details	Item Max Points	Total Max Points
Criteria 1: Methodology:		
1.1 Preliminary Programme		

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The Preliminary Programme to include the full scope of work described in the work specification and schedule of quantities. The programme should highlight all planned activities, the sequence of executing the works and the completion timeframes of the activities. Taking into account factors (i) & (ii) listed below, score will be allocated for the submitted programme as per the ranking outlined below.		20
(i)	Logic of the sequencing of construction activities and correlation with the cash flow	
(ii)	Practicality of the completion timeframes of the respective activities	
The Preliminary Programme must be submitted under "Returnable Documents"		
complies with requisite (i) and (ii) above		
		20
complies with requisite (i) and (ii) above		10
No Submission		0
<b>Criteria 2: Experience of Site Personnel:</b>		
<b>2.1 Site Agent (SA)</b>		15
If SA has 10 or more years' experience and has completed similar projects		
If SA has 5 - 9 years' experience and has completed similar projects		
		15
		7.5
The CV and certified copies of Academic Qualifications of the proposed SA must be submitted under "Returnable Documents", <b>The required minimum qualifications for the Site Agent is a National Diploma in any of the following disciplines: Civil Engineering or Quantity Survey or Architecture.</b> <b>No points will be allocated if minimum qualifications are not attached.</b>		
<b>2.2 General Foreman (GF)</b>		10
If GF has 10 or more years' experience and has completed similar projects		
If GF has 5 - 9 years' experience and has completed similar projects		
		10
		5
The CV and certified copies of Academic Qualifications of the proposed GF must be submitted under "Returnable Documents" <b>the required minimum qualification for the General Foreman is NQF Level 4 in Civil or Building construction ).</b> <b>No points will be allocated if minimum qualifications are not attached.</b>		
<b>Criteria 3: Experience of Company</b>		
<b>3.1 Relevant Experience</b>		30
5 or more projects of similar nature		
3 - 4 Projects of similar nature		
		30
		15

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Tenderers should attach signed Letters of Appointment and Completion Certificates for completed projects in order to qualify for points for experience submitted under "Returnable Documents". Similar Projects are: **Construction and completion of new Community Hall or Building structure for any Local, Provincial & National Authority.**

### Criteria 4: Plant and equipment

Full points will be allocated for plant and equipment owned by the Tenderers and which will be available for the project should the Tenderer be successful. If the contractor does not own some or any of the plant listed below, and chooses to hire some or all of the required plant, then the points indicated below will be awarded at 50% of the stated points for any of the relevant items of plant or equipment hired. Points for hire plant will be allocated if an original letter of intent is attached from a Plant Hire Company.

Tenderers are to attach logbooks for plant owned or hired as proof ownership and latest copy of license renewal **(Certified copies must be attached)**

Details of owned and hired plant and equipment are to be entered in the returnable documents.

1 x Tractor Loader Backhoe (TLB)	5	25
1 x Water Tanker	5	
1 x 10m <sup>3</sup> Tipper Truck	5	
1 x Grid-Roller or 1 x self-propelled vibrator Pad-foot roller (15t)	5	
1 x Loader (0.5m <sup>3</sup> Bucket)	5	
<b>TOTAL POINTS FOR QUALITY</b>	<b>100%</b>	

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

The 80/20 scoring will apply.

80 Price

20 Specific goals

**Specific Goals**



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The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system)	Verification Documents
Specific Goals: Goal 1: HDP OWNERSHIP – Maximum Points = 10 points		
Companies that are 51% owned by black South African citizen(s) = 4 points	Maximum Points 4	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).
Companies that are less than 51% owned by black South African citizen(s) = 2 point		
Companies that are 51% owned by Female SA citizen(s) = 2 points	Maximum Points 2	
Companies that are less than 51% owned by Female SA citizen(s) = 1 point		
Companies that are 100% owned by Disabled SA citizen(s) = 4 points	Maximum Points 4	Detailed CSD report, verification on CSD portal by the Municipality) OR Doctors Certificate or Disability Database from relevant institution.
Companies that are 50% owned by Disabled SA citizen(s) = 2 points		
Companies that are less than 50% owned by Disabled SA citizen(s) = 1 point		
Specific Goals: Goal 2: RDP – Maximum Points = 10 points		
Promotion of Business located within:		
Umzimkhulu Municipality = 10 points	Maximum Points	Preferred Address on CSD Report and any one of the following: - Certified copy of a utility bill for property rates and services

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Harry Gwala District Municipality = 5 points	10	<ul style="list-style-type: none"><li>or</li><li>- Valid lease agreement</li><li>or</li><li>- Original letter from the Chief or Local leader (Induna)</li><li>or</li><li>- Original proof of residence signed by a Ward Councilor.</li></ul>
KwaZulu Natal Province = 3 points		
<b>TOTAL MAXIMUM POINTS</b>	<b>20</b>	

### 90 days Price Validity

#### Contact Details

All Technical enquiries shall be directed to:

Attention : Mr A. Afordofe  
Telephone : (010) 300 0230  
Email Address : [anthonva@akweni.co.za](mailto:anthonva@akweni.co.za)

Attention : Mrs A. Mtshali  
Telephone : (039) 259 5006  
Email Address : [mtshalia@umzimkhululm.gov.za](mailto:mtshalia@umzimkhululm.gov.za)

All SCM compliance enquiries shall be directed to:

Attention : Mr Z. Ngwane  
Telephone : (039) 259 5220

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Email Address : [ngwanez@umzimkhululm.gov.za](mailto:ngwanez@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, uMzimkhulu, 3297 reception area, not later than **12h:00 pm of 28<sup>th</sup> of March 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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C. A. NGQOYIYA  
MUNICIPAL MANAGER