

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 17/04/2025.  
KZN435/24/25/020/PNLG

### RE-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
REVIEW OF TOURISM DEVELOPMENT STRATEGY	ULM-PNLG 002/24	29/04/2025 @10h: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 R150 per document or a bank guaranteed cheque made out to uMzimkhulu Municipality during working hours between 09:30am and 16:00pm from the 24<sup>th</sup> of April 2025; cut-off time for buying documents is the 29<sup>th</sup> of April 2025, 15 minutes before the briefing time.

Non-compulsory briefing meeting is scheduled to take place at uMzimkhulu Municipality Makhosini Building Boardroom, 247 Mzimkhulu Mlonyana 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 utility bill for municipal rates and services for **all directors** of the company (owners, shareholders. Executive directors / non-executive directors) **AND for the company** to confirm that Municipal rates are not in arrears for more than 90 days
- 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 on the document. Tender document must be signed by the authorized person.

**80/20 Preference Point System will be used on the following project and uMzimkhulu Local Municipal SCM policy. Functionality will be considered.**

### Second Phase of Evaluation

#### Evaluation criteria

#### Functionality

**Evaluation minimum threshold is 65% or 43 points**

Criteria	Points	Verification Method
<b>Relevant Experience:</b> 4 Projects in the preparation of tourism sector strategy or any other strategy document. <b>Points allocation:</b> 4 points per project in development of tourism sector strategy 2 points per project in development of any other strategy	16	Attach traceable reference letters with contact numbers for verification purposes

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<p><b>Expertise:</b></p> <p><b>Project manager:</b> The appointed service provider should have a project manager with a B. tech/Degree in Tourism Management or Development Studies or Business Administration or Economics. Degree/B. Tech with 5 years' experience in the field of strategy development=<b>10 Points</b></p> <p><b>Other team members</b></p> <p><b>Senior tourism Specialist:</b> National Diploma or above in Tourism and 3 years' experience in the field in tourism=<b>5 points.</b></p> <p><b>GIS:</b> A person with 5 years' experience and above in Geoinformation science or Geomatics or Geoinformatics or Technology GISC and register in SAGC =<b>5 points</b></p>	<p><b>20</b></p>	<p>Attach CV's with traceable references and certified copies for qualifications</p>
<p><b>Methodology:</b> Is the methodology innovative, detailed and addresses all elements of the project and the technical approach stating how each will be executed? The methodology should demonstrate the following:</p> <ul style="list-style-type: none"> <li>● <b>Consultation Process</b></li> <li>● <b>Situational Analysis / Status co Audit</b></li> </ul>	<p><b>30</b></p>	<p>Attach Proposal</p>

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<ul style="list-style-type: none"> <li>• <b>Development of Tourism Destination</b></li> <li>• <b>Tourism Strategy</b></li> <li>• <b>Implementation Plan</b></li> </ul> <p>Covered all aspects=30 points Limited information =15 Points</p>		
<b>Total Points</b>	<b>66</b>	

**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 65 % of threshold but scores less than 50% on one or more of the segments above the bidder will be non-responsive**  
**NB: On the Expertise the service provider must score 100%**

The 80/20 scoring will apply.  
80 Price  
20 Specific goal

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### 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>	<b>Max Points 10</b>	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 50% owned by South African citizen. <b>50% Points Allocation = 5 Points</b>		
Companies that are less than 50% owned by South African citizen. <b>25% Points Allocation = 2.5 Points</b>		
<b>Promotion of business: -</b> Located within KZN province	<b>Max points 10</b>	Preferred address on CSD report and certified copy of utility bill on the property rates and services for the enterprise/ company. Or Preferred address on CSD report and original letter for the Enterprise or Company from Induna / Chief/ ward Councillor. (verification on CSD portal by the Municipality)
<b>TOTAL / MAXIMUM POINTS</b>	<b>20</b>	

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### 180 days Price Validity

#### Contact Details

All Technical enquiries shall be directed to:

Attention : Miss. Z Mkhize  
Telephone : (039) 259 5095  
Email Address : [mkhizez@umzimkhululm.gov.za](mailto:mkhizez@umzimkhululm.gov.za)

SCM Compliance enquiries shall be directed to:

Attention : Mr. S. Ndawonde  
Telephone : (039) 259 5089  
Email Address : [ndawondes@umzimkhululm.gov.za](mailto:ndawondes@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 16<sup>th</sup> of May 2025** 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. NGOOYIYA  
MUNICIPAL MANAGER