INVITATION FOR THE APPOINTMENT OF
AN ACCREDITED SAGE SYSTEMS SERVICE PROVIDER TO PROVIDE MAINTENANCE & SUPPORT SERVICES
FOR uMGUNGUNDLOVU DISTRICT MUNICIPALITY

The uMgungundlovu District Municipality seeks an accredited Sage Systems Service Provider to provide the District Municipality with Support and Maintenance Services for a period of 3 years. The appointment must overall satisfy and be in compliance with National Treasury regulations:

- PFMA (Public Finance Management Act, 1999),

- MFMA (Municipal Finance Management Act 56 of 2003);

- mSCOA (Municipal Standard Chart of Accounts) guidelines for Sage that relate to how Municipalities using Sage Accounting Software should implement and comply with the mSCOA framework. The guidelines ensure that financial data is recorded and reported in a standardized and consistent manner within and across all municipalities, aligning with national regulations and best practices.

Tender documents can be downloaded from the municipal website at www.umdm.gov.za/www.etenders.gov.za or alternatively can be collected from offices of the Cashier at the uMgungundlovu District Municipality, 242 Langalibalele Street, Pietermaritzburg. If tenders are collected, a non-refundable tender deposit of R150.00 is payable to the uMgungundlovu District Municipality. There is no scheduled Tender Briefing. Any queries can be directed via email bidspec@umdm.gov.za.

Tender submissions must be properly bound and must be placed in the tender box situated on the ground floor of the uMgungundlovu District Municipality, 242 Langalibalele Street, Pietermaritzburg, **before 12H00 on 12 DECEMBER 2025**, in a sealed envelope which is clearly marked with the Tender Number and Tender Description. Tenders received by way of Facsimile or E-Mail will under no circumstances be considered. Tenderers will be evaluated in terms of functionality as part of the minimum requirements before evaluated on price and preference based on the following criteria:

EVALUATION CRITERIA	WEIGHT
1. HUMAN RESOURCES	50
2. EXPIERENCE OF TENDERER	50
TOTAL	100

- A bidder/s that scores less than 70 points out of 100 in respect of functionality will be regarded as submitting a non-responsive bid and will be disqualified.
- It is compulsory to respond and submit evidence to support Functionality Evaluation Criteria 1 & 2 in its entirety.

The 80/20 preference point system in terms of the municipality's SCM Policy will be applicable as follows:

		POINTS
PRICE		80
SPECIFIC GOALS (20 Points)		
Race (Points are not cumulative)	Sub-points	
- ≥ 50% Black Owned (HDP)	10	10
- < 50% Black Owned (HDP)	5	
Locality (Points are not cumulative)	Sub-points	
- Office based in uMgungundlovu District	10	
- Office based in KwaZulu-Natal (outside uMDM)	3	10
- Office based outside of KwaZulu-Natal	1	
Total points for Price and Specific Goals		100

- Bidders must have specific experience (Sage Maintenance & Support Services) and submit a minimum of 3 recent references (in a form of written proof/(s) on organization's letterhead including relevant contact person, nature of service and contact details) of similar work undertaken or currently contracted in Municipalities, over the past 5 years (2020-2025), with a minimum value of R 1 500 000 per project;
- A valid accreditation Certificate as a Business and Support Partner for Sage South Africa.
- A valid accreditation Certificate as a Training Partner for Sage South Africa.

All service providers intending to submit a tender are required to be registered on the Central Supplier Database.
Tenderers shall take note of the following Tender Conditions:
- uMgungundlovu District Municipality's procurement policy will apply,
- uMgungundlovu District Municipality does not bind itself to accept the lowest tender or any other tender and reserves the right to accept the whole or part of the tender,
- Tenders submitted are to be valid for a period of 90 days from the closing date for submissions of tenders.

Dr. EX Muthwa
Municipal Manager
uMgungundlovu District Municipality