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UBUHLEBEZWE MUNICIPALITY

INVITATION TO BID

Ubuhlebezwe Municipality invites suitable, qualified, and experienced service providers to provide services to the municipality.

| PROJECT NAME | BID NUMBER | MINIMUM FUNCTIONALITY SCORE | AVAILABILITY OF TENDER DOCUMENTS | NON-REFUNDABLE PRICE | CLOSING DATE |
|---|----------------|-----------------------------|--|---|------------------------|
| Spluma Application for the Establishment of Mariathal Cemetery | UBU-B-01/02/24 | 70% | Documents will be available on 21 February 2024 at 10h00 | R845.25 per doc. Cashier's Office, 29 Margaret Street | 15 March 2024 at 12h00 |
| Provision of Packaging and Offsite Storage of Municipal Files (for a period of 36 months) | UBU-B-02/02/24 | | | | |
| Travel Agent Services for a period of 36 months | UBU-B-03/02/24 | 80% | | | |

The completed tender documents complying with the conditions of tender must be sealed and endorsed with 'BID DESCRIPTION AND BID NUMBER' must be deposited in the tender box at the entrance of Peace Initiative Hall where bids will be opened in public. The name and address of the bidder must be clearly written on the sealed envelope containing the bid. Tender documents will also be available free of charge on www.etenders.gov.za and www.ubuhlebezwe.gov.za.

Enquiries regarding this notice may be directed as follows: For technical related matters - Attention: Ms NC Mohau (ncmohau@ubuhlebezwe.gov.za) for Spluma Application. Mr U Dukada (udukada@ubuhlebezwe.gov.za) for Offsite Storage. and Ms S Sityata (ssityata@ubuhlebezwe.gov.za) for Travel Agent and SCM related matters: Tel: 039 – 834 7700 Fax: 039 – 834 1168.

The tenders will be adjudicated via two stages of which the first stage will be functionality and the second stage will be 80:20 Preference Point systems where 80 is for the price and 20 is for the preference goals. Each bidder must score a minimum score for functionality to be considered for the second stage of evaluation.

Ubuhlebezwe Municipality will be using the following preferential goals to allocate points.

| PREFERENCE GOAL | | 80/20 | Documents required for verification |
|-------------------------------------|-------------------------------|-------|-------------------------------------|
| GOAL 1 - Ownership – Maximum points | | 10 | |
| | More than 50% by black person | 4 | ID copy of Director/Owner and CSD |
| | Less than 50% by black person | 2 | ID copy of Director/Owner and CSD |
| | More than 50% by black women | 3 | ID copy of Director/Owner and CSD |

| | | | |
|--------------------------------------|--|-----------|--|
| Business owned | Less than 50% by black women | 2 | ID copy of Director/Owner and CSD |
| | More than 50% by black youth | 2 | ID copy of Director/Owner and CSD |
| | More than 50% by disabled person | 1 | ID copy of Director/Owner and CSD |
| GOAL 2 – RDP – Maximum points | | 10 | |
| Promotion of Business | Falls under the SMME category – QSE/EME | 3 | Certified copy of B-BBEE Certificate / Sworn Affidavit |
| | Located within KZN province | 2 | CSD and Proof of municipal accounts/ affidavit |
| | Located in South Africa outside KZN Province | 1 | CSD and Proof of municipal accounts/ affidavit |
| | Located within Harry Gwala District | 2 | CSD, Proof of municipal accounts/ affidavit and proof of residence signed by a councilor/ Inkosi/ Induna not older than 3 months |
| | Located within Ubuhlebezwe Municipality | 3 | CSD, Proof of municipal accounts/ affidavit and proof of residence signed by a councilor/ Inkosi/ Induna not older than 3 months |

Late bids or bids received by way of post, facsimile or e-mail will, under no circumstances, be considered.

The Ubuhlebezwe Municipality subscribes to the Preferential Procurement Framework Act, Act 5 of 2000. Bids shall be valid for a period of 90 days. The Ubuhlebezwe Local Municipality does not bind itself to accepting the lowest, or any bid, either wholly or in part or give any reason for such action. If the price offered by tenderer is not market related the municipality may not award the contract to that tenderer and may negotiate for market related price with the tenderer, failing which negotiate with the next highest scoring tenderer or the tender may be cancelled.


M.E Mkhize
Municipal Manager