

169 Main Street
Private Bag 53
Umzimkhulu
3297



Email: info@umzimkhululm.gov.za
Tel: (039) 259 5000/5300
Fax: (039) 259 0427

BUDGET & TREASURY DEPARTMENT

PROVINCE OF KWAZULU-NATAL
KZN 435

Date issued 28/08/2023
KZN435/23/24/003/CSS

RE INVITATION TO QUOTE UMZIMKHULU LOCAL MUNICIPALITY

uMzimkhulu Municipality hereby invites reputable Service providers to respond on the quotation below:

QUOTE NAME	QUOTE NUMBER	BRIEFING DATE
SUPPLY AND DELIVERY OF LIBRARY BOOKS	ULM-CSS 011/23	30/08/2023 @10h:00

Quotation 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 R50 per document or a bank guaranteed cheque made out to uMzimkhulu Municipality during working hours between 09:30am and 16:00pm from the 29th of August 2023; cut-off time for buying documents is the 15th of August 2023, 15 minutes before the briefing time.

A 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 & 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 of Evaluation

- **Service providers must meet the specification (quote according to the specification)**

The 80/20 scoring will apply

80/20 Score Points

- **Preferential goals** **80 Points**
- **Price** **20 Specific goals**

Specific goals

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system)	Verification document(s)
Specific goals 2: RDP Goals (Maximum points 20)		
GOAL 1 -Ownership- Maximum Points 10		
Business which are 51% owned by black person	10	-Certified ID copy of director/ Owner OR Detailed CSD report (verification on CSD portal by the Municipality)
GOAL 2 -RDP- Maximum Points 10		
Promotion of business located within KZN province	10	Preferred address on CSD report and copy of utility bill on property rates and services for the directors not older than 90 days or preferred

		<p>address on CSD report and original letter for the director from Induna / Chief/ ward Councillor.</p> <p>(Verification on CSD portal by the Municipality)</p>
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120 days Price Validity

Contact Details

All other enquiries shall be directed to:

Attention : Ms V. Dlamini
Telephone : (039) 259 5099
Fax No : (039) 259 0427
Email Address : lujivaz@umzimbhululm.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@umzimbhululm.gov.za

Closing date

Quotation documents in a sealed envelope clearly indicating the **quotation number and quotation 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, 06th of September 2023** Telegraphic, telex, telephone, electronic, facsimile and late tenders will not be accepted.

Quotations 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