

169 Main Street  
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## BUDGET & TREASURY DEPARTMENT

PROVINCE OF KWAZULU-NATAL  
KZN 435

Date issued 28/08/2023.  
KZN435/23/24/007/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 WARRANT OF ARREST TRAILER	ULM-CSS 012/23	30/08/2023 @ 11h:30am

Quotation documents will be available on the municipal website ([www.umzimkhulum.gov.za](http://www.umzimkhulum.gov.za)) and will also be available from the cashier at 169 Main Street, uMzimkhulu, 3297 upon the non-refundable payment of R100 per document or a bank guaranteed cheque made out to uMzimkhulu Municipality during working hours between 09:30am and 16:00pm from the 29<sup>th</sup> of August 2023; cut-off time for buying documents is the 30<sup>th</sup> 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**

**Evaluation Criteria minimum threshold 20 points/50%**

Criteria	Points	Verification
<p>The service provider must have experience in supplying warrant of arrest trailer in three different institutions.</p> <p>The service provider must attach the reference letters.</p> <p>04 projects=40</p> <p>2-3 projects=20</p>	40	The service provider must provide traceable reference letter

**120 days Price Validity**

**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

Promotion of south African owned enterprises

20

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)

### Contact Details

All other enquiries shall be directed to:

Attention : Mr T. Ngubo  
Telephone : (039) 259 5088  
Fax No : (039) 259 0427  
Email Address : [ngubot@umzikhululm.gov.za](mailto:ngubot@umzikhululm.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@umzikhululm.gov.za](mailto:basio@umzikhululm.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 uMzikhulu Local Municipality, located at 169 Main Street, uMzikhulu, 3297 reception area, not later than **12h:00, 06<sup>th</sup> 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 uMzikhulu Municipality Council does not bind itself to accept the lowest bidder. uMzikhulu Municipality Supply Chain Management policy will apply.

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**C.A NGQOYIYA**  
**MUNICIPAL MANAGER**