

169 Main Street
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BUDGET & TREASURY DEPARTMENT

PROVINCE OF KWAZULU-NATAL
KZN 435

Date issued 16/03/2023.

KZN435/22/23/003/MM/COMM

REINVITATION 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
PROVISION OF AUDIO-VISUAL SERVICES (24 MONTHS CONTRACT)	ULM-MM/COMM 001/23	28/03/2023 @11h30 am

Tender documents will be available on the municipal website (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 22nd of March 2023; cut-off time for buying documents is the 28th of March 2023, 15 minutes before the briefing time.

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 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, functionality will be considered and uMzimkhulu Local Municipal SCM policy.

Second Phase of Evaluation:

Functionality

Evaluation minimum threshold is 60% or 30 points.

Criteria	Maximum points	Verification Method
<p>Relevant Experience: 6 projects in Audio and Video Production completed in the past 5 years starting from July 2018 to date.</p> <p>Points Allocation: 6 Projects in Audio & Video production = 60 Points 4 -5 Projects = in Audio and Video Production: 30 Points</p>	60	Attach reference letters with traceable contact details.

NB: It is compulsory for a bidder to score not less than 50% or 30 points in the segment above table.

SPECIFIC GOALS

Specific Goals (Maximum points 10)	Number of points allocated (80/20 system)	Verification documents
Promotion of south African owned enterprises	10	1. CIPC registration Certificate (Companies and Intellectual Property Commission) AND Detailed CSD report AND

		2. Certified Copy RSA Identity document of the director(s)
Business Falls under the SMME Category (Max Points = 10)		
Promotion of enterprises located within:		Preferred Address on CSD Report and copy of a utility bill for property rates and services.
• Umzimkhulu Local Municipality.....	10	
• Harry Gwala District Municipality.....	8	OR Preferred Address on CSD Report and Original signed letter from the Chief or Local leader (Induna)
• KwaZulu Natal Province.....	6	
• Outside KwaZulu-Natal.....	4	OR Preferred Address on CSD Report and Original proof of residence signed by a Ward Councilor
TOTAL / MAXIMUM POINTS	20	

120 days Price Validity

Contact Details

All Technical enquiries shall be directed to:

Attention : Mr W. Mgcina
Telephone : (039) 259 5078
Cell No. : 076 401 5728(During office hours from 08:00 am to 16:30 pm)
Fax No : (039) 259 0427
Email Address : mgcinaw@umzimkhululm.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@umzimkhululm.gov.za

Closing date

Tender documents in a sealed envelope clearly indicating the **tender number and project 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, 21st of April 2023**
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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C. A. NGQOYIYA
MUNICIPAL MANAGER