



UMVOTI MUNICIPALITY

UMKHANDLU WASE UMVOTI GREYTOWN

TENDER NOTICE

ADVERTISING

Bids are hereby invited in terms of the Municipal Systems Act, act 32 of 2000 as amended, and in terms of Sections 110, 111 & 112 of the Municipal Finance Management Act, act 56 of 2003 read together with section 19 of scm policy from suitably qualified and experienced company for undertaking the below mentioned services under **Umvoti Municipal Area**.

PROJECT NAME	CONTRACT NO.:	TENDER DATE	CLOSING
Appointment of Panel of Service Providers for Legal Services for a period of 36 months	T2022/06/21/PSPLS	30 August 2022	

Bids are to be completed in accordance with the conditions attached to the documents.

Bidders must take note of the following:-

- Valid original SARS tax clearance certificate or attach the SARS letter with the PIN.
- Umvoti Municipality Supply Chain Management Policy will apply.
- Failure to complete all bid forms, data sheets and submit all supplementary information will lead to the bid being considered non-responsive.
- All Bids are valid for 120 days after bid closing date.
- Municipal account, lease agreement for urban resident for both director and the company not older than 3 months.
- Proof of residence for rural residents only for both the director and company not older than 3 months.
- CK document /proof of company registration.
- Certified ID copies of members/directors not older than 3 months.
- Original/ certified BBBEE certificate or sworn affidavit.
- Authority of signatory.
- Proof of CSD registration.
- Record of addenda to tender document.
- Certified copies of fidelity fund certificate in respect of all directors/ partners or the principal
- Certified copy of the applicant's professional indemnity insurance of R2 000 000.00 including the extent of the cover.
- In the case of a joint venture/ consortium every member must submit a separate tax clearance certificate/ tax compliance/ pin, other supporting documents and a joint BBBEE certificate or sworn affidavit with the bid documents, failure to submit will disqualify the bid.
- Umvoti Municipality subscribes to the Preferential Procurement Policy Framework Act, 2000 (Act no.5 of 2000) and therefore gives preference to tenders from emerging contractors or tenders in joint venture with emerging partners.
- The Umvoti Local Municipality subscribes to the Preferential Procurement Policy Framework Act No. 5 of 2000 and Preferential Procurement Regulations 2017. Bidders will be firstly evaluated on Functionality Criteria and should meet a minimum of 60% in order to be evaluated to the next stage. The 80/20 preference points will be applicable and bids may only be submitted on the bid documentation that is issued.
- Failure to comply with the above will lead to disqualification.
- The municipality reserves the right to conduct back ground checks on all previous work conducted by bidders.

BID DOCUMENTS

Bid documents will be available as from the 5th August 2022 at uMvoti municipality website www.umvoti.gov.za.

BID SUBMISSION

Bids, in sealed envelopes clearly endorsed with the respective project name are to be placed in bid box at the Umvoti Municipality, 41 Bell Street, and Greytown, 3250 – on or before 12h00 **noon as per the above date**. Late, email, fax bids and bids delivered by courier services will not be accepted.

BID ENQUIRIES

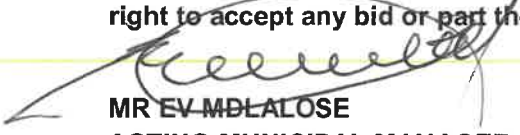
All bid enquiries shall be referred to:

SCM UNIT

UMVOTI MUNICIPALITY

Telephone No.: (033) 413 9149

Umvoti Municipality's Procurement Policy will apply and the Municipality is not bound to accept the lowest bid or furnish any reason for the acceptance or rejection of any bid and reserves the right to accept any bid or part thereof.



MR E. MDALO
ACTING MUNICIPAL MANAGER

P.O.BOX 71
GREYTOWN, 3250

NOTICE: 4788