

## BID ADVERTISEMENT FORM

Bid description	REVIEW OF THE MUNICIPAL ORGANISATIONAL STRUCTURE										
Bid number	8/2/1/UMH813-20/21										
Name of institution	City of uMhlathuze Local Municipality										
Tender Type (RFQ/RFP/RFI)	RFP										
Province / National	National										
The place where goods, works or services are required	City of uMhlathuze Local Municipality										
Publishing date	Date	1	7	0	5	2	0	2	1	Time	
Closing date and time	Date	3	1	0	5	2	0	2	1	Time	12H00pm
	Postal address		P/Bag X 1004 Richards Bay 3900								
	Physical address		5 Mark Strasse Richards Bay 3900								
	Tel		035 907 5000								
	Fax										
Contact person	Name		Andries Lombaard								
	email		LombaardAL@umhlathuze.gov.za								
	Tel		035 907 5186								
Where bids should be delivered	City of uMhlathuze										
Category (refer to annexure A)	• PROFESSIONAL										
Sector	Local Government										
Region	KwaZulu Natal										
Compulsory briefing session/site visit	Yes / No	N/A									
	Date										
	Time										
	Venue										
	Link										

CITY OF uMHLATHUZE

ADVERTISEMENT

TENDER 8/2/1/UMH813-20/21: REVIEW OF THE MUNICIPAL ORGANISATIONAL STRUCTURE

Tenderers are hereby invited from suitably qualified suppliers for the following:

Bid Number	Bid Descriptions	No-Refundable Tender Fee	Preferential point system	Opening Date for Bid Document Collection	Compulsory Briefing Session Date, Time and Venue	Bid Closing Date and time
8/2/1/UMH813-20/21	REVIEW OF THE MUNICIPAL ORGANISATIONAL STRUCTURE	R 593.00	Price=80 Equity=20	17/05/2021	N/A	31/05/2021 12h00

**Note: Mandatory requirements for tenders:**

- **Regulation 44 of the Supply Chain Management Regulations** states that the Municipality may not make any award to a person who is in the service of the state (government), and if that person is not a natural person, of which any Director, Manager, Principal, Shareholder or Stakeholder is a person in the service of the state; or who is an advisor or consultant contracted with the municipality or municipal entity.
- All bids are subject to the terms and conditions contained herein and in the bid documentation as stipulated by various legislations governing public procurement including City of uMhlathuze's policies
- uMhlathuze Municipality does not bind itself to accept the lowest or any tender, and reserves the right to accept any tender in whole or in part.
- All items that are in a designated sector will be subjected to a stipulated minimum threshold requirement for local production and content requirements in compliance with PPPFA regulations 2017.

**Submission of bids**

Sealed bids, **clearly endorsed**: "TENDER NO: 8/2/1/UMH813-20/21" must be placed in the Tender/Bid box at the Foyer of **Civic Centre, 5 Mark Strasse, Richards Bay before 12:00 noon on 31 May 2021.**

- The Tenderers **details and return address** must be indicated on the back of the sealed envelope in which the Tender is deposited, this is required for the purposes of returning tenders in cases where it may be require.

Tender Documents will be available at the Customer Service Desk, Civic Centre, 5 Mark Strasse, Richards Bay, telephone (035) 907 5996/7//8/9 as from **17 May 2021 at 12h00 up to the day before the site meeting. Please note that in order to obtain a Tender Document payment of the non- refundable deposit can be made at: Rates Hall-Civic, Richards Bay or payment may also be made directly into Council's bank account: ABSA Richards Bay Account number 2150000095.**

**Reference: "Tender No: ....., Name of Company: ....."**No documents will be handed out unless the tenderer or his representative produces a receipt for the deposit. Only Bank guaranteed cheques, EFT or cash will be accepted as payment method and cheques will be made in favour of uMhlathuze Municipality. It should be noted that the Rates Hall closes at 15:00 on weekdays for receipt of payments.

Council will not accept responsibility for the late delivery of Tenders by courier services or any other means that are not placed in the tender box on or before the date and time of closing of the tender.

Enquiries can be directed to:

**Mr Andries Lombaard** at [LombaardAL@umhlathuze.gov.za](mailto:LombaardAL@umhlathuze.gov.za) or **Ms. S Nsele** at [NseleNS@umhlathuze.gov.za](mailto:NseleNS@umhlathuze.gov.za)

Tenderers who have not been contacted within 120 days after the closing date of this tender must accept that their tender was unsuccessful.

Civic Offices  
Private Bag X1004  
RICHARDS BAY  
3900

Mr LH MAPHOLOBA  
MUNICIPAL MANAGER

DMS 1453085