

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 26/08/2021.
KZN435/21/22/001/CORP

INVITATION TO TENDER UMZIMKHULU LOCAL MUNICIPALITY

uMzimkhulu Municipality hereby invites reputable and experienced Service providers to respond on the projects below:

TENDER NAME	PROPOSAL NUMBER	BRIEFING DATE
SUPPLY AND DELIVERY OF SOFTWARE/APPLICATION LICENSES (36 MONTHS CONTRACT)	ULM-CORP 002/22	06/09/2021 @10h:00 am

Tender 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 R200 per document or a bank guaranteed cheque made out to uMzimkhulu Municipality** during working hours between **09:30am and 16:00pm** from the **31st of August 2021**; **cut-off time for buying documents is the 06th of September 2021, 15 minutes before the briefing time.**

Due to Covid-19, non-compulsory briefing sessions will be hosted on **Microsoft Teams**.

MS Link:

https://teams.microsoft.com/l/meetup-join/19%3ameeting_MmU2OTZIYWetZWVkyYy00NTE3LWIwYjYtZmExMjlkMDhjZjU3%40thread.v2/0?context=%7b%22Tid%22%3a%220b200945-5c17-4d9b-8755-251336e11857%22%2c%22Oid%22%3a%22a829370c-8b6f-4503-97d4-c0bb2acd6423%22%7d

Invalid or non-submission of the following documents will render the Tenderer disqualified, BBBEE points will not be allocated if the Certificate is not submitted.

- Registered on Central Suppliers Database (CSD) attach proof of Registration.
- Valid BBBEE certificate with SANAS logo and verified by agencies accredited by SANAS / Commissioned SWORN Affidavit

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- 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 is 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 functionality will be considered. UMzimkhulu Local Municipal SCM policy will apply.

Second Phase

Evaluation Criteria (Minimum Threshold 20 points or 50%)

Functionality

Criteria for Functionality

Criteria	Points Allocation	Maxi. Points	Verification Method
Relevant Experience (3 projects of software/ application licenses) and attached the reference letters.	Three projects completed	30	Attach Referral letters for experience with contactable references for verification.
	Two projects completed	15	

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Methodology (Turnaround time to supply and delivery)	Time frame within One months.	10	Project methodology
	time frame of more than One month	5	

NB: It is compulsory for a bidder to score not less than 50% per segment in the above table. Even if the bidder has scored the 50% of threshold but scores less than 50% on one or more of the segments above the bidder will be non-responsive.

120 days Price Validity

Contact Details

All Technical enquiries shall be directed to:

Attention : Mr G. Mngqundaniso
Telephone : (039) 259 5007
Fax No : (039) 259 0427
Email Address : mngqundanisogumzimkhulum.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@umzimkhulum.gov.za

Closing date

Tender documents in a sealed envelope clearly indicating the **Tender number and Tender 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, 1st of October 2021** 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.

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**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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Z. S. SIKHOSANA
MUNICIPAL MANAGER