

169 Main Street
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BUDGET & TREASURY DEPARTMENT

PROVINCE OF KWAZULU-NATAL
KZN 435

Date issued 15/05/2023.
KZN435/22/23/017/PNLG

INVITATION 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
FEASIBILITY STUDY AND BUSINESS PLAN REVIEW FOR ALOE BENEFICATION	ULM-PNLG 011/23	25/05/2023 @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 R100 per document or a bank guaranteed cheque made out to uMzimkhulu Municipality during working hours between 09:30am and 16:00pm from the 18th of May 2023; cut-off time for buying documents is the 25th of May 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.

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

Second Phase of Evaluation

Evaluation criteria Functionality

Evaluation minimum threshold is 67% or 40 points

Criteria	points	Verification Method
Relevant Experience in Business Plan Development 5 Projects = 20 2-4 Projects = 10	20	Attach reference letters for previous projects with traceable contact details.
Expertise: the service provider must have personnel in his / her team with the following qualifications: • NQF Level 7: Business Development/Development Economist/Business Administration 10 points • NQF level 6 :Business Studies/ Agro-processing/ Research Studies/Agricultural Economist 10 points Both above mentioned personnel are required	20	Attach certified copies of qualifications
Methodology Is the methodology innovative, detailed to adequately address all elements of the project and the technical approach stating how each will be executed? The methodology should demonstrate understanding of the following: - Requirements of the Assignment - Literature Review - Data gathering and analysis.	20	

- Testing viability - Business plan elements Fully covered all aspects = 20 points Partial covered (Provided limited information) = 10 points		
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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 60 % of threshold but scores less than 50% on one or more of the segments above the bidder will be non-responsive.

The 80/20 scoring will apply

80/20 Score Points

- Preferential goals **80 Points**
- Price **20 Specific goals**

Specific goals

Specific goals allocated	Number of points allocated (80/20 system)	Documents required for verification
GOAL 1-Ownership- Maximum Points(10)	10	
Business owned by 100% black person	10	-Certified ID copy of director/ Owner and Detailed CSD report
Business owned by less than 100% black	5	-Certified ID copy of director/ Owner and Detailed CSD report
GOAL 2 –RDP- Maximum Points	10	
Promotion of South African owned enterprise	2	1. CIPC registration Certificate (Companies and Intellectual Property Commission) And Detailed CSD report (verification on CSD portal by the Municipality) 2. Certified Copy RSA Identity document of the director(s)
Promotion of enterprise located within KZN	8	Preferred address on CSD report and copy of utility bill on property rates and services for the director or preferred address on CSD

		report and original letter for the director from Induna / Chief/ ward Councillor verification on CSD portal by the Municipality)
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120 days Price Validity

Contact Details

All other enquiries shall be directed to:

Attention : Miss Z. Mkhize
Telephone : (039) 259 5095
Fax No : (039) 259 0427
Email Address : mkhizez@umzimkhululm.gov.za

SCM Compliance enquiries shall be directed to:

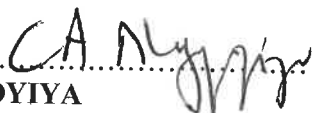
Attention : Miss O. Basi
Telephone : (039) 259 5034
Fax No. : (039) 259 0427
Email Address : basio@umzimkhululm.gov.za

Closing date

Tender documents in a sealed envelope clearly indicating the **tender number and 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, 09th of June 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.



C.A NGQOYIYA
MUNICIPAL MANAGER