

169 Main Street
Private Bag 53
Umzimkhulu
3297



Email: info@umzimkhulu.gov.za
Tel: (039) 259 5000/5300
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BUDGET & TREASURY DEPARTMENT

PROVINCE OF KWAZULU-NATAL
KZN 435

Date issued 13/03/2025
KZN435/24/25/017/INFR

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
REMOVAL OF ALLIAN TREE SERVICES (12 MONTHS CONTRACT)	ULM-INFR 017/25	20/03/2025 @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 R150 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 March 2025; cut-off time for buying documents is the 20th of March 2025, 15 minutes before the briefing time.

A compulsory briefing meeting is scheduled to take place at uMzimkhulu Municipality Makhosini Building, 247 Main 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, 6.1 & 9
- Municipal rates and services certificate / statement / billing for all 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

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Company letter head example is provided on the document. Tender documents must be signed by the authorized person.

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

Evaluation criteria
functionality

Evaluation Minimum threshold 30 points or 60%

CRITERIA	CRITERIA DESCRIPTION	Max. Points	Verification Method				
Relevant Experience	At least maximum of three (3) successfully completed projects on tree felling in the past 5 years (from 2021-2025) <table><tr><td>3 Projects</td><td>20 Points</td></tr><tr><td>2 projects</td><td>10 Points</td></tr></table>	3 Projects	20 Points	2 projects	10 Points	20	attach appointment letters or attach reference letters stamped and signed by the appointing institution).
3 Projects	20 Points						
2 projects	10 Points						
Safety and compliance	- Adhere to Occupational Health and Safety (OHS) Act requirements. - Use proper Personal Protective Equipment (PPE) (helmets, gloves, safety harnesses, etc.). - Conduct a risk assessment before felling each tree. - Ensure emergency procedures are in place in case of accidents. All aspects covered = 20 points All aspects covered with limited information = 10 points	20	Attach the Health and safety plan				
Environmental considerations	Recycle or repurpose felled timber.	10	Attach the recycling/ repurpose plan.				
TOTAL POINTS		50					

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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 50% of threshold but scores less than 50% on one or more of the segments above the bidder will be non-responsive.

N:B On the Environmental considerations the service provider must score full points 100%.

The 80/20 scoring will apply

80 Price

20 Specific goals

Specific Goals

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system)	Verification document(s)
Specific goals 2: RDP Goals		
Companies that are 100% owned by south African citizen. 100% Points allocation =20 points	Max. Points 20	CIPC registration Certificate (Companies and Intellectual Property Commission)
Companies that are 50% owned by South African citizen. 50% Points Allocation = 10 Points		Or Detailed CSD report verification on CSD portal by the Municipality)
Companies that are less than 50% owned by South African citizen. 25% Points Allocation = 5 Points		Or Certified Copy RSA Identity document of the director(s) (Verification on CSD portal by the Municipality
TOTAL / MAXIMUM PROINTS	20	

180 days Price Validity

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Contact Details

All Technical enquiries shall be directed to:

Attention : Mrs. N Mzozo
Telephone : 039 259 5063
Email Address : mzozon@umzimkhululm.gov.za

All SCM compliance enquiries shall be directed to:

Attention : Mr. S Ndawonde
Telephone : 039 259 5089
Email Address : ndawondes@umzimkhululm.gov.za

Closing date

Bid documents in a sealed envelopes clearly indicating the **Bid number and Bid 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 pm on 04th of April 2025**. 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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DR C. A. NGQOYIYA
MUNICIPAL MANAGER