



## MSUNDUZI MUNICIPALITY

### TENDER NOTICE

#### CONTRACT No. SCM 31 OF 15/16

#### PROVISION OF AD-HOC PROFESSIONAL PLANNING AND DEVELOPMENT SERVICES TO BE LISTED ONTO THE MSUNDUZI MUNICIPALITY'S SUPPLY CHAIN MANAGEMENT DATABASE FOR PROJECTS EXCEEDING ONE MILLION RAND (>R1,000,000.00)

Tenders are hereby invited from suitably qualified and experienced Service Providers for the Provision of Ad-Hoc Professional Planning and Development Services to be listed onto the Msunduzi Municipality's Supply Chain Management Database for projects exceeding one million rand (>R1,000,000.00) on an "as and when required" basis for a period of three years.

The scope of work which the panel of Service Providers will engage with, will include but not be limited to the following:-

- Strategic Plans
- Local Area Plans
- Precinct Plans
- Town Planning Schemes
- Urban Design
- Prefeasibility / Feasibility Studies
- Township Establishment / Layouts
- Land Management
- Tourism Plans
- Others

Tender documents shall be available from the Supply Chain Management Unit Offices, 5<sup>th</sup> Floor, A. S. Chetty Centre, 333 Church Street, Pietermaritzburg, from **12h00 on Thursday, 11 February 2016**. A non-refundable tender fee in the amount of **R 425.22 (including VAT) per document** shall be levied. Only cash or bank guaranteed cheques will be accepted.

**A compulsory Tender Briefing Meeting** will be held prompt at **10h30, on Wednesday 17 February 2016**, in the **Transportation Boardroom, 5<sup>th</sup> Floor, A. S. Chetty Centre, 333 Church Street, Pietermaritzburg**. Only one Tender Briefing Meeting will be held. ***Note: Tenderers arriving at the meeting after the stipulated starting time above will be disqualified.***

Sealed tenders endorsed on the envelope with "**Contract No. SCM 31 of 15/16: Provision of Ad-Hoc Professional Planning and Development Services for Projects Exceeding One Million Rand**" must be placed in the Tender Box, located in the Foyer, Ground Floor, City Hall, 169 Chief Albert Luthuli Street (Commercial Road), Pietermaritzburg, not later than **12h00 on Thursday, 25 February 2016**, when they will be publicly opened. Only tenders placed in the Tender Box shall be accepted.

**Tender Validity Period:** Three (3) months commencing from the closing date of the tender.

**Tender Evaluation Criteria:** The tenders shall be evaluated on a Two Stage Evaluation System – Stage One: Functionality and Stage Two: 90/10 Preference Point System in accordance with the Preferential Procurement Regulations, 2011, issued in terms of section 5 of the Preferential Procurement Policy Framework Act, Act No. 5 of 2000. The Functionality for Stage One shall be evaluated on the following criteria:-



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<b>No.</b>	<b>Evaluation Criteria</b>	<b>Maximum Points Allocated</b>
1	Project Team Experience	35
2	Similar Projects successfully undertaken in the last 5	10
3	Permanent Locality of Company	5
<b>Total Functionality Points</b>		<b>50 Points</b>
<b>Minimum Threshold</b>		<b>75% (38 Points)</b>

Further information on the above may be obtained from Mrs Jane Perumal from the Town Planning Unit on direct Telephone No. 033 – 392 2426.

The Msunduzi Municipality does not bind itself to accept the lowest or any tender and reserves the right to accept the whole or any part of a tender.

Each tenderer will be informed of the tender result. The Msunduzi Municipality expects businesses within the Pietermaritzburg and Midlands Region to support its contract and BEE/SMME initiatives.

**MUNICIPAL MANAGER (MR M. A. NKOSI)**