



## **MSUNDUZI MUNICIPALITY**

### **TENDER NOTICE**

#### **CONTRACT No. SCM 47 OF 15/16**

#### **APPOINTMENT OF A SERVICE PROVIDER FOR THE PUBLISHING & PRINTING OF 300 COPIES OF THE ANNUAL REPORT FOR 2015/2016, 2016/2017 & 2017/2018; 200 COPIES OF THE BUDGET BOOK FOR 2017/2018, 2018/2019 & 2019/2020 AND 150 COPIES OF THE INTEGRATED DEVELOPMENT PLAN FOR 2017/2018, 2018/2019 & 2019/2020**

The Msunduzi Municipality hereby invites suitably qualified and experienced Service Providers to tender for the above works.

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 **14h00** on **Tuesday, 17 May 2016**. A non-refundable tender fee in the amount **R 425.22** (including VAT) per document shall be levied. Only cash or bank guaranteed cheques will be accepted.

Sealed tenders endorsed on the envelope "**Contract No. SCM 47 of 15/16**" and the Contract Description 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, 2 June 2016**, when they will be publicly opened. Only tenders placed in the Tender Box shall be accepted.

**Tender Validity Period:** Ninety (90) days commencing from the closing date of tender.

**Tender Evaluation Criteria:** The tender shall be evaluated on a Two Stage Evaluation System. Stage 1 being Functionality and Stage 2 based on the 90/10 Preferential Points System in accordance with the Preferential Procurement Regulations, 2011 issued in terms of section 5 of the Preferential Procurement Policy Framework Act No. 5 of 2000.

The Functionality for Stage 1 shall be as follows:-

<b>No.</b>	<b>Stage 1: Evaluation Criteria</b>	<b>Points Allocated</b>
1	Locality of Business	20
2	Number of successfully completed projects/contracts related to printing and publishing of Annual Reports / IDP / Budget Books and/or similar works	40
<b>TOTAL FUNCTIONALITY POINTS</b>		<b>60 Points</b>
<b>THRESHOLD TO QUALIFY FOR STAGE TWO</b>		<b>70% (42 Points)</b>

Further information may be obtained from Mr Indrasen Chetty on Tel. No. 033 - 392 2839 or email address [indrasen.chetty@msunduzi.gov.za](mailto:indrasen.chetty@msunduzi.gov.za).

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.

**MS. BONIWE ZULU (ACTING CITY MANAGER)**