



## **MSUNDUZI MUNICIPALITY**

### **CONTRACT No. SCM 60 OF 14/15**

#### **REQUEST FOR PROPOSALS FOR ELECTRONIC PAYMENT PROCESSING**

Proposals are hereby invited from suitable Service Providers for Electronic Payment Processing for the Msunduzi Municipality.

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 **Wednesday, 26 November 2014**. A non - refundable tender fee in the amount **R401.28 (including VAT)** per document shall be levied. Only cash or bank guaranteed cheques will be accepted.

Further information may be obtained from Mr Moses Ngobese on direct Telephone No. 033 – 392 2138.

A compulsory Tender Briefing Meeting will be held on **Monday, 01 December 2014**, in the **Finance Boardroom, 8<sup>th</sup> Floor, Professor Nyembezi Centre, 341 Church Street, Pietermaritzburg**, commencing at **10h30**. Only one Tender Briefing Meeting will be held. An official will chair the meeting and answer any queries raised by prospective Service Providers. Any amendment to the tender documentation arising from such answers will be circulated in terms of the meeting's attendance register.

Sealed tenders endorsed on the envelope “**Contract No. SCM 60 of 14/15**” 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, 11 December 2014**, 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 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 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)**