



MSUNDUZI MUNICIPALITY

QUOTATION NOTICE

SPECIALISED QUOTATION No. Q 12/350 OF 18/19

SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE

The Msunduzi Municipality hereby invites suitably experienced tenderers to submit quotations for the above works. **Only locally produced services, works or goods or locally manufactured goods with 85% stipulated minimum threshold for local production and content will be considered for the appointment.**

Quotation documents shall be available from the Supply Chain Management Unit Offices, 5th Floor, A. S. Chetty Centre, 333 Church Street, Pietermaritzburg, from **12h00 on Monday, 19 November 2018**. A non-refundable tender fee in the amount **R 171.35** (Including VAT) per document shall be levied. Only cash or bank guaranteed cheques will be accepted.

Tender documents can be downloaded and printed at the tenderer's cost from the National Treasury e-Tender Publication Portal on www.etenders.gov.za.

For any technical related enquiries, please contact Ms. Thobeka Nguza (Finance) on direct Telephone No. 033 – 392 2972 or e-mail address thobeka.nguza@msunduzi.gov.za. For any procurement related enquiries, please contact Wendy Mkhize (Supply Chain Management Unit) on direct Telephone No. 033 – 392 2808 or e-mail address wendy.mkhize@msunduzi.gov.za.

A compulsory tender briefing meeting will be held at 09h00 on Wednesday, 21 November 2018. Prospective tenderers shall be required to meet on the date and time mentioned above in the **Boardroom, 8th floor, Professor Nyembezi Building –, Pietermaritzburg, 3201**. Thereafter proceed to site. Only one Tender Briefing meeting will be held. ***Tenderers arriving at the meeting after the stipulated starting time will be disqualified.*** An official will chair the meeting and answer queries raised by prospective Tenderers. Any amendment to the tender documentation arising from such answers will be circulated in terms of the meeting's attendance register. No tender shall be accepted from tenderers who do not attend the above meeting.

Sealed quotation endorsed on the envelope "**SPECIALISED QUOTATION No. Q12/350 OF 18/19**" must be placed in the Tender Box located in the Foyer, Ground Floor, City Hall, 169 Chief Albert Luthuli Street, Pietermaritzburg, not later than **12h00, on Tuesday, 27 November 2018**, when it will be publicly opened. Only quotations placed in the Tender Box shall be accepted.

The Validity period shall hold firm for ninety (90) days commencing from closing date of the quotation.

Tender Adjudication & Evaluation Criteria will be implemented in line with the Msunduzi Municipality's approved Supply Chain and Preferential Procurement Policies on the **80/20** point system. Adjudication criteria will be as per the tender document, the allocation of points will be in line with **B-BBEE** as prescribed in terms of the Preferential Procurement Regulations, 2017 pertaining to the **Preferential Procurement Policy Framework Act, Act No. 5 of 2000**.

The Msunduzi Municipality does not bind itself to accept the lowest or any quotation and reserves the right to accept the whole or any part of a quotation. Each Service Provider will be informed of the quotation result. The Msunduzi Municipality expects businesses within the Pietermaritzburg and Midlands Region to support its contract and BEE/SMME initiatives.

MS. N NGCOBO: ACTING MUNICIPAL MANAGER
