



THE MSUNDUZI MUNICIPALITY

QUOTATION NOTICE

QUOTATION No. Q12/1029 OF 24/25

APPOINTMENT OF SERVICE PROVIDER: SUPPLY AND DELIVERY OF OFFICE APPLIANCES AT HUMAN SETTLEMENTS

The Msunduzi Municipality hereby invites suitably experienced tenderers to submit quotations for the above works.

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 Wednesday, 20 November 2024**. A non-refundable tender fee in the amount **R 252.92** (Including VAT) per document shall be levied. Only cash or EFT transactions 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 Siyabonga Mkhize (Human Settlements) on direct Telephone No. 033 392 2421 or e-mail address siyabonga.mkhize@msunduzi.gov.za.

For any procurement related enquiries, please contact Nozipho Cebekhulu (Supply Chain Management Unit) on direct Telephone No. 033 – 392 2072 or e-mail address nozipho.cebekhulu@msunduzi.gov.za.

Sealed quotation endorsed on the envelope "**QUOTATION No. Q12/1029 OF 24/25**" must be placed in the Tender Box located at the Msunduzi Municipality's Central Stores, 2 Abattoir Road (off Kershaw Street), Pietermaritzburg, 3201 (coordinates -29.6126297; 30.3610014), not later than **12h00, on Wednesday, 27 November 2024**, 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: Tenderers shall be evaluated on a 80/20 Preference Point system in accordance with the Msunduzi Municipality's Supply Chain Management Policy (incorporating Preferential Procurement) as prescribed in terms of the Preferential Procurement Regulations 2022, pertaining to the Preferential Procurement Policy Framework Act, Act No. 5 of 2000, including Chapter 4 of the Public Procurement Act No. 28 of 2024.

The allocation of Preference Points will be according to the following Specific Goals:

Criteria	Allocation of Points (Max 20 Points)	Verification Methods
Black Owned Enterprise		
≥ 51% Black owned Enterprise or 51% management Control by South African Black People.	07	CSD or CIPC
Business Enterprise Owned by Women		
≥ 51% Women owned Enterprise or 51% management Control by South African Women.	08	CSD or CIPC
Business Enterprise Location		
Location of service provider – The enterprises must be located in Umsunduzi Municipality Jurisdiction for services to be rendered in that region.	05	CSD or CIPC
TOTAL POINTS AWARDED	20	

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.

NM NGCOBO (ACTING MUNICIPAL MANAGER)