



MSUNDUZI MUNICIPALITY

QUOTATION NOTICE

QUOTATION No. Q12/866 OF 22/23

SUPPLY AND DELIVERY OF SPECIALIZED STATIONERY TO THE BESSIE HEAD LIBRARY

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 **Thursday, 11 May 2023**. A non-refundable tender fee in the amount **R 198.90** (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 Samkelisiwe Mthembu (Library Services) on direct Telephone No. 033 - 392 2561 or e-mail address samkelisiwe.mthembu@msunduzi.gov.za.

For any procurement related enquiries, please contact Vuyani Msimang (Supply Chain Management Unit) on direct Telephone No. 033 – 392 2807 or e-mail address vuyani.msimang@msunduzi.gov.za.

Sealed quotation endorsed on the envelope “**QUOTATION No. Q12/866 OF 22/23**” 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 **Thursday, 18 May 2023**, 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 accordance with the Msunduzi Municipality's Supply Chain Management Policy (incorporating Preferential Procurement) on the **80/20-point** system. Adjudication criteria will be as per the tender document, the allocation of points will be in line with **specific goals** as prescribed in terms of the Preferential Procurement Regulations, 2022 pertaining to the **Preferential Procurement Policy Framework Act**, Act No. 5 of 2000.

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

Specific Goals	Description	Maximum Points
Youth	≥ 51 % Youth Owned Enterprise or 51% Management Control by Youth People.	7
Gender	≥ 51 % Women Owned Enterprise and Controlled by one or more women or 51% Management Control by one or more women.	8
Location of Business Enterprise	Place or structure occupied by Enterprise to run its operations within Msunduzi Municipality jurisdiction.	5
Total Preference Points (Specific Goals)		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.

MR LH MAPHOLOBA (CITY MANAGER)