

THE MSUNDUZI MUNICIPALITY

TENDER NOTICE

CONTRACT NO.SCM 8R OF 2022/2023

REQUEST FOR THE ACQUISITION OF A PLOTTER AND COMPUTER SOFTWARE PROGRAMMES

Tenders are hereby invited from suitably qualified and experienced Service Providers to provide a plotter and computer software programmes.

Tender documents will be available to tenderers from **14h30** on **Monday, 24th October 2022**. 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.

Printed copies of the tender documents shall also be available from the Supply Chain Management Unit Offices, 5th Floor, A S Chetty Centre, 333 Church Street, Pietermaritzburg, at a non-refundable tender deposit fee of **R672.16 (including VAT)** for each document drawn. Only cash, bank guaranteed cheques or EFT payments will be accepted. A copy of the Tender Deposit Receipt must be attached to the tender document (if purchased at the Municipality).

For any technical related enquiries, please contact **Mr. P Gumede**/Ms D Naidoo(**Human Settlements**) on Telephone No. 033 392 2071/033 392 3626 or e-mail address:phumlani.gumede@msunduzi.gov.za/devashnee.naidoo@msunduzi.gov.za.

For any procurement related enquiries, please contact **Mrs Mellissa Nero** (Supply Chain Management Unit) on direct Telephone No. 033 – 392 3018 or e-mail address:mellissa.nero@msunduzi.gov.za.

Tenders must be submitted both in **hard copy and on a USB/Flash Drive** contained in sealed envelopes and marked with “**Contract No. SCM 8R of 22/23**” 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, 24th November 2022**, when they will be publicly opened. Only tenders placed in the Tender Box shall be accepted.

Tender Validity Period: Four (4) months commencing from the closing date of tender.

Tender Adjudication/Evaluation Criteria: The tender shall be evaluated on a Two Stage Evaluation System – Stage One: Functionality and Stage Two: 80/20 Preference Point System in accordance with the Preferential Procurement Regulations 2017, issued in terms of section 5 of the Preferential Procurement Policy Framework Act, Act No. 5 of 2000. The Functionality for Stage One shall be evaluated on the following criteria:

Stage 1: Functionality

Reference to be listed with contactable details, **failure to do so will result in an automatic disqualification.**

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.

MRL MAPHOLOBA (CITY MANAGER)