

THE MSUNDUZI MUNICIPALITY

TENDER NOTICE

SPECIALISED CONTRACT No. SCM 34 OF 18/19

**PROVISION OF AD-HOC IMPLEMENTING AGENT SERVICES, WHICH WILL INCLUDE
BUILT ENVIROMENT PROFESSIONALS SERVICE AND CONSTRUCTION SERVICES
FOR HUMAN SETTLEMENT PROJECTS TO BE LISTED ON THE MUNICIPAL SUPPLY
CHAIN DATABASE FOR PROJECTS MORE THAN ONE MILLION RAND
(>R1 ,000 ,000.00) IN VALUE**

The Msunduzi Municipality hereby invites tenders from suitably qualified and experienced Implementing Agents or Constructors for inclusion onto the above database to be engaged on an "as and when" required basis. **Only Service Providers who are Level 1 and Level 2 B-BBEE Contributors will be considered for appointment.**

Tender documents will be available to tenderers from **14h00 on Wednesday, 13 March 2019**. 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 **14h00 on Wednesday, 13 March 2019**, from the Supply Chain Management Unit Offices, 5th Floor, A S Chetty Building, 333 Church Street, Pietermaritzburg, at a non-refundable tender deposit fee of **R854.45** including VAT for each document drawn. Only cash, bank guaranteed cheques or EFT payments will be accepted.

For technical enquiries regarding the scope of works, please contact **Phumlani Gumede** on either **Tel. No. 033 392 207 1** or e-mail: phumlani.gumede@msunduzi.gov.za

For Supply Chain Management related information, please contact **Phiwe Mthlane** on either **Tel. No. 033 - 392 2486** or e-mail: phiwe.mthlane@msunduzi.gov.za.

A compulsory Tender Briefing Meeting for the above project will be held at 10h00 prompt on Tuesday, 26 March 2019, in the Human Settlements Boardroom, 4th Floor, Gallwey House, 19 Gallwey Lane, Pietermaritzburg, 3201. Only one Tender Briefing Meeting will be held. ***Tenderers arriving at the meeting after the stipulated starting time will be disqualified. Further, all Tenderers attending the meeting must be in possession of a Tender Document failing which the Tenderer shall be disqualified. Tenderers producing only the Tender Briefing Certificate at the meeting will not be considered.*** Only one representative per Company or Consortium will be allowed to attend the above meeting.

No Tenderer will be allowed to purchase or collect tender documents after 14h00 on **25 March 2019**, and the Msunduzi Municipality will not be held liable for any loss or damages sustained by the Tenderer in this regard.

Sealed tenders endorsed on the envelope "**Specialised Contract No. SCM 34 of 18/19 and the Contract Description**" 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, 11 April 2019**, when they will be opened in public. Only tenders placed in the tender box shall be accepted. Under no circumstances whatsoever will any extension of time be allowed for submission of tenders.

Tender Validity period: Four (4) months commencing from the closing date of the 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: -

Key Aspect of Criterion	Max. Points	Basis for Points Allocation	Max. Score	Verification Method
1. Experience of the Implementing Agent	35	a) Project Value: 1 Point for every R20m b) No. of Human Settlements Projects Undertaken: 1 point per housing project c) Project Types Undertaken: 1 Point per project type. d) Locality.	5 10 10 10	List of projects and appointment letters or completion certificates to be attached. Proof of business address to be attached
2. Methodology	25	Define a clear and unambiguous strategy of executing the project. Including compliance with relevant regulatory bodies, applicable by-laws of the Municipality. The following areas must be addressed in addition to others which are necessary for the Project success: Geotech Investigation Environmental Assessment Land Audit/ Town Planning Social Facilitation Bulk Engineering Services Project Management	5 points per every relevant area covered and defined	Methodology write up document
3. Stakeholders organogram	10	Clearly indicate the stakeholders and their associated roles and responsibilities	1 for each stakeholder and responsibilities	List of identified stakeholders and their responsibilities
4. Risk Area	20	Clearly identify and define the key generic risks areas associated with the Human Settlement project. 2 points per risk identified and 2 points for mitigation solutions. Maximum 4 points per risk.	2 for each risk and mitigation solution	List of identified generic risks and mitigation solutions
5. Project Management	10	Should display appropriate, applicable and relevant management skills on previous similar assignments. 2 points per activity identified and explained	2 points per activity identified and explained.	List of activities identified and explained.
Total Points	100			

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.

MS. NELISIWE NGCOBO (ACTING CITY MANAGER)