

**THE MSUNDUZI MUNICIPALITY**

**TENDER NOTICE**

**CONTRACT No. SCM 36 OF 24/25**

**THE MSUNDUZI MUNICIPALITY'S CORPORATE WEBSITE REVAMP (DESIGN, DEVELOP, DEPLOY AND MIGRATE CONTENT), WEBSITE MAINTENANCE AND SUPPORT**

The Msunduzi Municipality hereby invites tenders from suitably qualified and experienced Tenderers for the above works.

Tender documents will be made available to tenderers from **12h00 on Tuesday, 10 December 2024**. 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](http://www.etenders.gov.za).

Printed copies of the tender documents shall also be available from the Supply Chain Management Unit Offices, 5<sup>th</sup> Floor, A S Chetty Centre, 333 Church Street, Pietermaritzburg, as from the abovementioned date and time, at a non-refundable tender deposit fee of **R719.22 (including VAT)** for each document drawn. Only cash or EFT payments will be accepted.

For any technical related enquiries regarding the Specifications, Tenderers must contact Sibusiso Ndlela (ICT Sub-Unit) on either Contact No. 033 392 2293 or e-mail [Sibusiso.Ndlela@msunduzi.gov.za](mailto:Sibusiso.Ndlela@msunduzi.gov.za)

For any procurement related enquiries, Tenderers must contact Vinesh Govender (Supply Chain Management Sub-Unit) on Telephone No. 033 – 392 2027 or e-mail address [vinesh.govender@msunduzi.gov.za](mailto:vinesh.govender@msunduzi.gov.za).

A non-compulsory Tender Briefing Meeting will be held at **10h00 prompt on Thursday, 16 January 2025, in the ICT Boardroom, 2<sup>nd</sup> Floor, A S Chetty Building, 333 Church Street, Pietermaritzburg, 3201**. Only one Tender Briefing Meeting will be held. An official will chair the meeting and answer queries raised by prospective Tenderers.

Sealed tenders containing the original hand written priced tender document and a digital copy of the same on a CD/USB Flash Drive and endorsed on the envelope with the “**CONTRACT No.**” and “**CONTRACT DESCRIPTION**”, must be placed in the Tender Box located at the Central Stores, 2 Abattoir Road, (Off Kershaw Road), Pietermaritzburg, 3201, (Co-ordinates: -29.6126297,30.3610014) not later than **12h00, Thursday, 23 January 2025**, when they will be publicly opened. 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 tender.

**Tender Evaluation & Adjudication Criteria:** The tender shall be evaluated on a Two Stage Evaluation System, Stage One Functionality and Stage Two 80/20 Preference 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 Chapter 4 of the Public Procurement Act No. 28 of 2024.

The Functionality for Stage One shall be evaluated on the following criteria:

<b>Evaluation Criteria</b>	<b>Points Awarded</b>
1. Equal to 3 or greater than 3 Number of projects undertaken for Corporate Business Website development and deployment Projects.	10
Equal to 1 or less than 3 Number of projects undertaken for Corporate Business Website development and deployment projects.	5
2. Equal to 3 or greater than 3 Engineers with SEO, SEM, ERP, CMS, APIs, UX & UI Design.	10
Equal to 1 or less than 3 Engineers with SEO, SEM, ERP, CMS, APIs, UX & UI Design.	5
3. Equal to 3 or greater than 3 Web Developers with 5 years' experience.	10
Equal to 1 or less than 3 Web Developers with 5 years' experience.	5
<b>Total No. of Points Awarded</b>	<b>30</b>
<b>Threshold to Qualify for Stage Two: Preference Points System</b>	<b>25</b>

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

<b>Specific goals</b>	<b>Description</b>	<b>Max Points Awarded</b>
BOE	≥ 51% Black owned Enterprise or 51% management Control by South African Black People.	5
WOE	≥ 51% Woman Owned Enterprise and Controlled by one or more woman or 51% Management control by one or more woman.	10
Locality	Business Situated Within the Msunduzi Municipality's Area of Jurisdiction	5
<b>Total Preference Points</b>		<b>20</b>

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.

**MRS. N M NGCOBO (ACTING CITY MANAGER)**