

THE MSUNDUZI MUNICIPALITY

TENDER NOTICE

CONTRACT NO. SCM 2 OF 2020/2021

**PROPOSAL CALL FOR A SERVICE PROVIDER FOR THE PROVISION OF A
VALUATION ROLL MANAGEMENT SYSTEM INCLUDING MAINTENANCE OF A
GEOSPATIAL PROPERTY REGISTER AND A REVENUE MANAGEMENT MONITORING
TOOL FOR THE MSUNDUZI MUNICIPALITY.**

Tenders are hereby invited from suitably qualified and experienced Service Providers to do a proposal call for the provision of a valuation roll management system including maintenance of a geospatial property register and a Revenue Management monitoring tool.

Tender documents will be available to tenderers from **14h30 on Monday, 03rd August 2020**. 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 **R568.10 (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. C Ndhlovu** (Real Estate) on Telephone No. 033 – 392 2275 or e-mail address: chazile.ndhlovu@msunduzi.gov.za.

Any enquiries or questions relating to this tender must be forwarded to Mellissa Nero (Supply Chain Management Unit) on telephone no. 033 392 3018 or e-mail address mellissa.nero@msunduzi.gov.za. A consolidated response will be published onto the Msunduzi Municipality's website seven (7) calendar days before the date of tender closing. **Note that no enquiries or questions will be attended to in the last seven (7) calendar days before the date of tender closing.**

Tenders must be submitted both in hard copy and on CD/USB flash Drive contained in sealed envelopes and marked with "Contract No.SCM2 of 2020" must be placed in the Tender Box located in the Foyer, Ground Floor, City Hall, 169 Chief Albert Luthuli Street (formerly Commercial Road), Pietermaritzburg, 3201, not later than 12h00 on Thursday, 03rd September 2020, 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:

EVALUATION CRITERIA :		
ITEM	FUNCTIONALITY	TOTAL POINTS
A. RESOURCES AND EXPERIENCE		
1. Bidder's project team	Bidders are to provide an organogram confirming the availability of the following disciplines, with a minimum of 5 years' experience in the industry: Team Lead, Subject matter expert, Senior Implementation Consultant, Senior Developers, Senior Data Migration Specialist, ICT specialist, GIS specialist registered with the South African Geomatics Council (SAGC) and a registered professional/ associated valuer for the duration of the contract. Structure must show the main functions of team members.	15
2. Training facilitators	Experienced and accredited facilitators to provide structured skills transfer to users (attach accreditation)	15
3. Company experience	Proof of previous experience in the form of letter of award/ appointment and reference letter issued by the authority confirming appointment of the tender to provide a VRMS.	10
A - Total		Total 40
ITEM	FUNCTIONALITY	POINTS
B. PROJECT METHODOLOGY AND PROJECT PLANS		
1. Project processes required.	Documentary evidence to demonstrate a structured approach and work methodology/approach through a concise capability statement/project proposal proving the ability to perform the activities as outlined in the Scope of Work. In addition, this work methodology/approach must include a clear statement of the bidders understanding of the MPRA requirements, national treasury circulars on revenue management and reporting on system functionality as it relates to the general valuation roll.	10
2. System requirements	Modules of the system are linked to accepted business processes. The technical specification document completed by bidders indicates their compliance with the business processes and system requirements by the Municipality.	20
3. Skills transfer	Provision of a detailed structured skills transfer and capacity building program for the duration of the project with specific focus on the roll maintenance phase	10
4. system user support	Provision of a detailed structured system user support plan and a dedicated resource/s assigned to the Municipality for the duration of the contract (with specific focus on the roll maintenance phase). Support hours capped at 80 hours/month.	20
B - Total		Total 60
Total Functionality Points for this bid is A + B = 100 points		100
Threshold: 80 points		80

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.

MR. M KHATHIDE (CITY MANAGER)