

**THE MSUNDUZI MUNICIPALITY**

**TENDER NOTICE**

**CONTRACT No. SCM 27 OF 17/18**

**PROPOSAL CALL FOR THE SUPPLY, DELIVERY, INSTALLATION, COMMISSIONING, MAINTENANCE AND MANAGEMENT OF A HAND HELD PRE-PAID PARKING METER SYSTEM WITHIN THE MSUNDUZI MUNICIPALITY'S AREA OF JURISDICTION**

Tenders are hereby invited from suitably qualified and experienced Service Providers to submit proposals for the Supply, Delivery, Installation, Commissioning, Maintenance and Management of a Hand Held Pre-Paid Parking Meter System within the Msunduzi Municipality's Area of Jurisdiction. ***Only Service Providers who are B-BBEE Level 1 and 2 Contributors will be considered for appointment.***

Tender documents will be available to Tenderers from **10h00 on Tuesday, 19 September 2017.**

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 document shall also be available from the Supply Chain Management Unit Offices, 5<sup>th</sup> Floor, A S Chetty Building, 333 Church Street, Pietermaritzburg, on the date and time mentioned above at a non-refundable tender deposit fee of **R799.14 (including VAT)** for each document drawn. Only cash, bank guaranteed cheques or EFT payments will be accepted.

For technical related matters, please contact Devan Devar (Traffic Superintendent) on either Tel No. 033 – 392 291 1 or e-mail: [devan.devar@msunduzi.gov.za](mailto:devan.devar@msunduzi.gov.za)

For Supply Chain Management related matters, please contact Vinesh Govender on either Tel. No. 033- 392 202 7 or e-mail: [vinesh.govender@msunduzi.gov.za](mailto:vinesh.govender@msunduzi.gov.za)

A compulsory Tender Briefing Meeting will be held **at 10h00 prompt on Tuesday, 3 October 2017, in the Traffic & Security Division's Lecture Room, 21 Washington Road, Scottsville, Pietermaritzburg, 3201.** ***Service Providers arriving at the meeting after the stipulated starting time mentioned above will be disqualified.*** Only one Tender Briefing Meeting will be held. An official will chair the meeting and answer queries raised by prospective Service Providers. Any amendment to the tender documentation arising from such answers will be circulated in terms of the meeting's attendance register. Only one (1) Representative per Company or Joint Venture or Consortium will be allowed to attend the above meeting. ***Service Providers attending the meeting must be in possession of a Tender Document failing which the Service Provider shall be disqualified.*** No Service Provider will be allowed to represent more than one (1) Company at the meeting.

No Service Provider will be allowed to purchase or collect tender documents after 14h00 on 2 October 2017, and the Msunduzi Municipality will not be held liable for any loss or damages sustained by the Tenderer in this regard.

Two (2) separate sealed envelopes, endorsed on the envelopes **“Envelope 1 - Details of Proposal”** and **“Envelope 2 - Tendered Percentage”** 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 prompt on 19 October 2017.** Only **“Envelope 1- Details of Proposal”** will be opened in public and the names of the Service Providers who have timeously submitted Envelopes will be disclosed and recorded at the said meeting.

**“Envelope 2 - Tendered Percentage”** will not be opened at the above meeting. The said Envelope will be safely stored away and opened at a separate tender opening meeting where the tendered price will be publically disclosed.

The name of the Service Provider **and the Contract No.** must also be indicated on both Envelopes for identification purposes. 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:** Three (3) months commencing from the closing date of the tender.

**Tender Adjudication/Evaluation Criteria:** The **“Two Envelope System”** shall apply. Envelope 1 shall be evaluated on Functionality as indicated below:-

<b>Description</b>	<b>Maximum Points</b>
Key personnel	15
Availability of Resources	35
Company Experience	20
Location of Offices	10
Bank Rating	15
<b>Total Points</b>	<b>95</b>
<b>Threshold</b>	<b>60%</b>

Envelope 2 shall be evaluated on the 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 Council 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 Council expects businesses within the Pietermaritzburg and Midlands Region to support its contract and affirmative action programmes.

**SIZWE HADEBE (ACTING MUNICIPAL MANAGER)**