

**THE MSUNDUZI MUNICIPALITY**

**TENDER NOTICE**

**SPECIALISED CONTRACT No. SCM 36 OF 16/17**

**APPOINTMENT OF A SERVICE PROVIDER TO PROVIDE TRAINING ON THE  
MUNICIPAL STANDARD CHART OF ACCOUNTANTS (Mscoa)**

The Msunduzi Municipality hereby invites tenders from accredited or non-accredited mSCOA training Service Providers to train a total of 100 x Msunduzi Municipality Employees in four (4) different phases of mSCOA, namely, Budgeting, Implementation, Monitoring and Reporting.

Tender documents will be available to tenderers from **14h00 on Wednesday, 15 February 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 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, at a non-refundable tender deposit fee of **R450.30 (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 Sifiso Khoza on either Tel. No. 033 - 392 260 6 or e-mail: [sifiso.khoza@msunduzi.gov.za](mailto:sifiso.khoza@msunduzi.gov.za)

For Supply Chain Management related matters, please contact Vinesh Govender on either Tel. No. 033-392 2027 or e-mail: [vinesh.govender@msunduzi.gov.za](mailto:vinesh.govender@msunduzi.gov.za)

***A compulsory Tender Briefing meeting will be held at 10h30 prompt on Wednesday, 22 February 2017, in the Finance Boardroom, 8<sup>th</sup> Floor, Professor Nyembezi Building, 341 Church Street, Pietermaritzburg, 3201. Only one Tender Briefing Meeting will be held for the above contract. Service Providers arriving at the meeting after the stipulated starting time mentioned above will be disqualified. Further to this, all Service Providers attending the meeting must be in possession of a Tender Document failing which the Service Provider shall be disqualified. Only one (1) Representative per Company or Joint Venture or Consortium will be allowed to attend the above meeting. No Service Provider will be allowed to represent more than one (1) Company at the meeting.***

Sealed tenders endorsed on the envelope **"Specialised Contract No. SCM 36 of 16/17"** 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 Tuesday, 7 March 2017**, 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:** Three (3) 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, 2011, 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:-

No.	Description	Maximum Points
1	Service Provider's experience in mSCOA or SCOA as per PFMA	10
2	Accreditation of Service Provider with a recognised SETA	5
3	SCOA Unit Standards programme approval by a recognised SETA	5
4	Training Provider/Assessor/Moderator for mSCOA ( <b><i>Proof of attendance of National Treasury sessions on mSCOA</i></b> )	10
<b>Total No. of Points</b>		<b>30</b>
<b>Threshold to Qualify For Stage 2</b>		<b>60%</b>

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)**