

**MSUNDUZI MUNICIPALITY**

**SPECIALISED CONTRACT No. SCM 50 OF 15/16**

**LETTING OF THE TOURISM HUB BUILDING, PIETERMARITZBURG**

Proposals are hereby invited from prospective Service Providers for the leasing of Office 3, Office 17 and the restaurant space in the Tourism Hub Building, for a period of three (3) years. The restaurant space will be partitioned to form offices and Service Providers will be required to tender for the full space. The site is located along Langalibalele Street, next to the Publicity Building. The entrance into the building is via Market Street, Pietermaritzburg.

The details of the office and restaurant space available are mentioned below.

<b>OFFICE/SHOP/RESTAURANT SPACE</b>	<b>SIZE (m2)</b>	<b>UPSET RENTAL PER M<sup>2</sup></b>
<b>GROUND FLOOR:</b>		
Office No. 3	42.23	R200
Office No. 17 ( <i>With Balcony - 9.5m2</i> )	87.75	R80.00
<b>FIRST FLOOR:</b>		
Restaurant (including kitchen – 18,1m <sup>2</sup> ; store, and change rooms)	87,18	R120

Service Providers are to specify in the tender document the amount the Service Provider shall remunerate the Council on a monthly basis. The remuneration offered shall not be less than the upset rental mentioned above.

Tender documents shall be available from the Supply Chain Management Unit Offices, 5<sup>th</sup> Floor, A S Chetty Centre, 333 Church Street, Pietermaritzburg, from **14h30 on Tuesday, 31 May 2016**. A non - refundable tender fee in the amount **R425.22** (including VAT) per document shall be levied. Only cash or bank guaranteed cheques will be accepted.

Further information may be obtained from Ms Thobeka Mafumbatha (Manager: Marketing & Communications) on Tel. No. 033 - 392 334 5.

A compulsory Tender Briefing meeting will be held on Wednesday, 15 June 2016. Services Providers shall be required to meet at 10h00 prompt **on the said day** in the Foyer of the Tourism Hub Building, from where all will proceed to view the vacant spaces. Only one Tender Briefing meeting will be held. **Service Providers arriving at the meeting after the stipulated starting time will be disqualified.** 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. **Service Providers must present their tender document at the meeting 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.**

Sealed tenders endorsed on the envelope "**Specialised Contract No. SCM 50 of 15/16**" must be placed in the Tender Box located in the Foyer, Ground Floor, City Hall, 169 Chief Albert Luthuli Street (Commercial Road), Pietermaritzburg, 3201, not later than **12h00 on Tuesday, 28 June 2016**, 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:** Ninety (90) days commencing from the closing date of tender.

**Tender Evaluation Criteria:** The tender shall be evaluated on the 90/10 Preferential Points System and in accordance with the Preferential Procurement Regulations, 2011 issued in terms of section 5 of the Preferential Procurement Policy Framework Act No. 5 of 2000.

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 BONIWE ZULU (ACTING MUNICIPAL MANAGER)**