

**THE MSUNDUZI MUNICIPALITY**

**TENDER NOTICE**

**SUPPLY AND SERVICES CONTRACT No. 6 OF 2018 – SECTION 7**

**PROVISION OF GENERAL CLEANING SERVICES AT THE PUBLICITY HOUSE,  
PROJECT MANAGEMENT UNIT AND COUNCILLORS OFFICES**

The Msunduzi Municipality hereby invites tenders from suitably qualified and experienced Tenderers for the above works. ***Only Tenderers who are registered with the Bargaining Council for The Contract Cleaning Industry (BCCCI) will be considered for appointment.***

Tender documents will be available to tenderers from **14h00 on Wednesday, 6 June 2018**. 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 14h00 on the said day, from the Supply Chain Management Unit Offices, 5<sup>th</sup> Floor, A S Chetty Building, 333 Church Street, Pietermaritzburg, at a non-refundable tender deposit fee of R478.80 (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 Arvind Singh on either Tel. No. 033 392 204 9 or e-mail: [arvind.singh@msunduzi.gov.za](mailto:arvind.singh@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 for the above project will be held at 10h00 prompt on 19 June 2018, in the Project Management Unit's Boardroom, 1<sup>st</sup> floor, Publicity House, situated at the corner of Chief Albert Luthuli Street and Langelabile Street, Pietermaritzburg, 3201.** Tenderers shall be required to meet in the Foyer of the Library on the date and time mentioned above from where all will proceed to the Auditorium. Tenderers wanting to view the site of works may make arrangements by contacting Mr. Sithole. 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. ***Tenderers arriving at the meeting after the stipulated starting time will be disqualified. Tenderers attending the meeting must be in possession of a Tender Document failing which the Tenderer shall be disqualified. Tenderers producing only the Tender Briefing Certificate at the meeting will not be considered.*** No Tenderer will be allowed to represent more than one (1) Company at the meeting. Only one representative per Company or Joint Venture or Consortium will be allowed to attend the above meeting.

No Tenderer will be allowed to purchase or collect tender documents after **14h00 on 18 June 2018**, and the Msunduzi Municipality will not be held liable for any loss or damages sustained by the Service Provider in this regard.

Sealed tenders endorsed on the envelope "**Supplies and Services Contract No. 6 of 2018: Section 10 and the Contract Description**" 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 5 July 2018**, 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, 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: -

<b>Criteria</b>	<b>Maximum Points</b>
Tenderers Experience In Cleaning Of Buildings/Corporate Offices.	15
Bank rating	10
Locality of Tenderer's Offices	20
<b>TOTAL</b>	<b>45</b>
<b>THRESHOLD</b>	<b>15 Points</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 (MUNICIPAL MANAGER)**