

**THE MSUNDUZI MUNICIPALITY**

**SCM 41 OF 25-26**

**APPOINTMENT OF AN ENVIRONMENTAL CONSULTANT TO DRAFT AN ALIEN  
INVASIVE PLANT SPECIES MANAGEMENT PLAN FOR THE MSUNDUZI  
MUNICIPALITY**

**TENDER NOTICE**

Tenders are hereby invited from suitably qualified and experienced Service Providers for an environmental consultant to undertake a detailed Alien Invasive Species Management Plan for the Msunduzi Municipality.

Tender documents will be made available to tenderers from **12h00 on Monday, 20 April 2026**.

Tender documents can be downloaded and printed at the tenderer's cost from the National Treasury eTender 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, as from the abovementioned date and time, at a non-refundable tender deposit fee of **R796.70 (including VAT)** for each document drawn. Only cash or EFT payments will be accepted.

A compulsory **Tender Briefing Meeting** will be held on **Tuesday, 05 May 2026**, at the **333 Church Street, AS Chetty Building, 4th Floor Boardroom**, commencing at **10h00**.

***Service Providers will be required to present a hard copy of their tender document at Tender Briefing Meeting to ensure that the Site Inspection/Tender Briefing Certificate is duly signed by the authorised official at the end of the meeting.***

For any technical related enquiries, please contact Fikile Zwane on direct Telephone No.061 4949 938 or e-mail address [fikile.zwane@msunduzi.gov.za](mailto:fikile.zwane@msunduzi.gov.za)

For any procurement related enquiries, please contact Phiwe Mthlane (Supply Chain Management Sub-Unit) on direct Telephone No. 033 – 392 2486 or e-mail address [phiwe.mthlane@msunduzi.gov.za](mailto:phiwe.mthlane@msunduzi.gov.za).

Tenders contained in sealed envelopes and marked with “**SCM 41 OF 25-26**” and the **Contract Description** must be placed in the Msunduzi Municipality's Central Stores, 2 Abattoir Road (off Kershaw Street), Pietermaritzburg, 3201, not later than **12h00 on Monday, 11 May 2026**, when they will be publicly opened. **Only Tenders placed in the Tender Box before the closing time above will be accepted**

**Tender Validity Period:** Four (4) months commencing from the closing date of tender.

**MANDATORY REQUIREMENTS:**

Description of Mandatory Requirement	Bidder Capacity Trait to be tested by the Mandatory Requirement	Custodian/Principal of Mandatory Requirement	Documentary proof: NB: Commissioner of Oaths required by law or other verification method possible
Professional Environmental Scientist (Project leader)	Availability of suitably qualified and experienced environmental science professional	South African Council for Natural Scientific Professions (SACNASP)	Copy of SACNASP registration certificate
Professional Biodiversity Specialist	Availability of suitably qualified and experienced biodiversity specialist professional	South African Council for Natural Scientific Professions (SACNASP)	Copy of SACNASP registration certificate
Herbicide specialist/ Weed control specialist	Availability of a certified technician experienced in biological and chemical control of alien invasive plants	Registered Pest Control Operator (PCO) certificate	Copy of PCO registration certificate
Professional GIS Practitioner	Availability of suitably qualified GIS professional	Registered South African Geomatics Council (SAGC)	Copy of SAGC registration certificate

**Tender Adjudication/Evaluation Criteria:** The Tenderer's experience and technical capacity applicable to the nature of works mentioned herein shall be scored against 80/20-point system, where the Tenderer with the most experience and technical capacity pertaining to the nature of works mentioned herein shall score a maximum of 70 points. Tenderers shall be scored against the following criteria: -

**STAGE ONE: FUNCTIONALITY:**

The bid shall be evaluated on a Two Stage evaluation system – Stage one being Functionality and Stage Two 80/20 Preference Point System. The functionality stage one shall be evaluated on the following criteria:

Item No.	TARGET	POINTS CLAIMABLE	VERIFICATION METHOD
1.	Experience in Similar Projects- completed projects involving Alien Invasive Plant Management Plans or similar environmental management projects	40 Points	Signed reference letters on client letterheads (indicating project description, duration, and contactable references) and appointment letters/contracts
2.	Project Team Expertise and Specialist Input <ul style="list-style-type: none"> <li>- Environmental Scientist</li> <li>- Biodiversity Specialist</li> <li>-GIS Practitioner</li> <li>-Herbicide Specialist</li> </ul>	5 Points 5 Points 5 Points 5 points	Curriculum Vitae (CVs) with contactable references must be submitted for all proposed personnel. Each individual must have a minimum of five (5) years' relevant experience.
	Total Points Claimable	<b>60 Points</b>	
	Threshold to qualify for stage 2	<b>45 Points</b>	

**SPECIF GOALS**

<b>Item No.</b>	<b>CRITERIA</b>	<b>CLAIMABLE POINTS</b>	<b>VERIFICATION DOCUMENT (Signed references with contact details)</b>
1.	<b>Black Owned Enterprise (BOE)”</b>	10 Points	Companies and Intellectual Property Commission (CIPC) OR Central Supplier Database (CSD)
2.	<b>Business Enterprises owned by Women</b>	5 Points	Companies and Intellectual Property Commission (CIPC) OR Central Supplier Database (CSD)
3.	<b>Location of a Business Enterprise</b>	5 Points	Utility Bill or Lease agreement document or Tribal authority letter.

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 S. F. MNDEBELE (MUNICIPAL MANAGER)**