

## THE MSUNDUZI MUNICIPALITY

### TENDER NOTICE

#### SUPPLIES AND SERVICES CONTRACT No. 6 OF 2022 – SECTION 7 APPOINTMENT OF A SERVICE PROVIDER FOR PROVISION OF GENERAL CLEANING SERVICES AT PUBLICITY HOUSE, PROJECT MANAGEMENT UNIT AND COUNCILLORS OFFICES

The Msunduzi Municipality hereby invites Service Providers who have the relevant expertise and capacity to submit tenders for the above works for a period of three (3) years. **Only Service Providers with BCCCI registration and Letter of Good Standing from the Department of Labour will be considered.**

Interested tenderers are to submit a **Bidder Registration Form** of which is available on the Msunduzi Municipality's website [www.msunduzi.gov.za](http://www.msunduzi.gov.za) in the Tenders Folder / Database Forms. The registration will begin from **22 August 2022** and end at the close of business (17H00) on **26 August 2022**. The Bidder Registration Form must be completed and emailed to [asogan.pillay@msunduzi.gov.za](mailto:asogan.pillay@msunduzi.gov.za). Tenderers who fail to register within the above registration period will not be eligible to receive and submit a tender document.

Tenderers that do not receive any confirmation of their Bidder Registration Forms within 48 hours at the end of the above registration period must request such via email to [asogan.pillay@msunduzi.gov.za](mailto:asogan.pillay@msunduzi.gov.za). Tender documents will only be emailed to potential tenderers that have submitted their Bidder Registration Forms timeously. The Tender document will indicate details of the compulsory Tender Briefing Meeting.

The Municipality will continue to advertise its Tender Notices on the National Treasury e-Tender Portal and Municipal website.

Tenders must be submitted together in hard copy and on a CD/USB Flash Drive contained in sealed envelopes and marked with the **CONTRACT NUMBER** and **DESCRIPTION** must be placed in the Tender Box located in the Foyer, Ground Floor, City Hall, 169 Chief Albert Luthuli Street (Commercial Road), Pietermaritzburg, not later than **12h00**, on **Wednesday, 21 September 2022**, when they will be publicly opened. Only tenders placed in the Tender Box will be accepted. Under no circumstances whatsoever will any extension of time be allowed for submission of tenders.

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

**Tender 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:-	Max. Points
Company experience – Cleaning Services	20
Threshold to Qualify for Stage Two : 75% (15 Points)	

For technical related information, please contact Khayelihle Blose on Tel. No. 033 - 392 2049 or e-mail [khayelihle.blose@msunduzi.gov.za](mailto:khayelihle.blose@msunduzi.gov.za). For Supply Chain Management related information, please contact Asogan Pillay on either Tel. No. 033 - 392 2856 or e-mail [asogan.pillay@msunduzi.gov.za](mailto:asogan.pillay@msunduzi.gov.za).

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.

**MRS N. M. NGCOBO (ACTING CITY MANAGER)**