

**THE MSUNDUZI MUNICIPALITY**

**CONTRACT No. SCM 17 OF 18/19**

**PROVISION OF AD-HOC PROFESSIONAL ARCHITECTURAL SERVICES**

**TENDER NOTICE**

The Msunduzi Municipality hereby invites tenders from suitably qualified and experienced Architectural Companies for the Provision of Ad-hoc Professional Architectural Services on an “as and when” required basis for a period of three years, in the following two sections:

**SECTION ONE:       NORMAL ARCHITECTURAL SERVICES**

**SECTION TWO:       HERITAGE STRUCTURE SERVICES**

Tender documents will be made available to tenderers from **12h00 on Friday, 26 October 2018**.

Tender documents can be downloaded and printed at the tenderer’s cost from the National Treasury eTender Publication Portal on **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 **R512.90 (including VAT)** for each document drawn. Only cash, bank guaranteed cheques or EFT payments will be accepted.

For any technical related enquiries, please contact Nosipho Mngadi (Buildings and Facilities Unit) on direct Telephone No. 033 – 392 2614 or e-mail address **nosipho.mngadi@msunduzi.gov.za**.

For any procurement related enquiries, please contact Vinay Mohanlal (Supply Chain Management Unit) on direct Telephone No. 033 – 392 2852 or e-mail address **vinay.mohanlal@msunduzi.gov.za**.

Tenders contained in sealed envelopes and marked with “**Contract No. SCM 17 of 18/19**” and the **Contract Description** must be placed in the Tender Box located in the Foyer, Ground Floor, City Hall, 169 Chief Albert Luthuli Street (formerly Commercial Road), Pietermaritzburg, 3201, not later than **12h00 on Monday, 26 November 2018**, when they will be publicly opened. Only tenders placed in the Tender Box shall be accepted.

**Tender Validity Period:** Four (4) months commencing from the closing date of 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>SECTION ONE: NORMAL ARCHITECTURAL SERVICES</b>		
<b>No.</b>	<b>Evaluation Criteria</b>	<b>Maximum Points</b>
1	Number of Architectural Projects Completed	20 Points
2	Number of Years Company Registered with SACAP	20 Points
3	Professional Architect	
3(a)	Experience	20 Points
3(b)	Technical Qualifications	15 Points
4	Permanent Qualified Technical Staff	20 Points
5	Locality of Company	20 Points
<b>Total Functionality Points</b>		<b>115 Points</b>
<b>Threshold to Qualify for Stage Two</b>		<b>80% (92 Points)</b>

<b>SECTION TWO: HERITAGE STRUCTURE SERVICES</b>		
<b>No.</b>	<b>Evaluation Criteria</b>	<b>Maximum Points</b>
1	Number of AMAFA / Heritage Projects Completed	20 Points
2	Age of Structures Consulted on Previously	20 Points
3	Registration under the AMAFA / Heritage Council KwaZulu Natal as a Heritage Consultant	20 Points
<b>Total Functionality Points</b>		<b>60 Points</b>
<b>Threshold to Qualify for Stage Two</b>		<b>80% (48 Points)</b>

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 NELISIWE NGCOBO (ACTING CITY MANAGER)**