

**THE MSUNDUZI MUNICIPALITY**

**CONTRACT No. SCM 33 OF 20/21**

**THE APPOINTMENT OF A SERVICE PROVIDER TO UNDERTAKE A BASELINE ASSESSMENT OF CITY HALL IN TERMS OF COMPILING OF ELECTRICAL, ENERGY, WASTE AND WATER DATA AND NOTING AREAS FOR INCREASED OPTIMIZATION.**

**TENDER NOTICE**

The Msunduzi Municipality hereby invites service providers to undertake a Baseline Assessment of City Hall building in terms of compiling of electrical, energy, waste and water data and noting areas for increased optimization.

Tender documents will be made available to tenderers from **14h00 on Wednesday, 03 December 2020.**

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 **R226.55(including VAT)** for each document drawn. Only cash, bank guaranteed cheques or EFT payments will be accepted. **A copy of the Tender Deposit Receipt must be attached to the tender document (if purchased at the Municipality).**

Any enquiries or questions relating to this tender must be forwarded to Phiwe Mthlana (Supply Chain Management Unit) on e-mail address [phiwe.mthlana@msunduzi.gov.za](mailto:phiwe.mthlana@msunduzi.gov.za). A consolidated response will be published onto the Msunduzi Municipality's website seven (7) calendar days before the date of tender closing. **Note that no enquiries or questions will be attended to in the last seven (7) calendar days before the date of tender closing.**

**Tenders must be submitted both in hard copy and on CD/USB flash Drive contained in sealed envelopes and marked with "Contract No. SCM 33 OF 20/21"** with the Contract 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 03 February 2021**, 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:-

No.	Evaluation Criteria	Maximum Points
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1	<b>RESOURCES AND EXPERIENCE</b> 1.1 <b>BIDDER'S PROJECT TEAM 15Points</b> 1.2 <b>COMPANY EXPERIENCE 15 Points</b>	30
2	<b>PROJECT METHODOLOGY AND PROJECT PLANS</b>	15
<b>Total Functionality Points</b>		<b>45 Points</b>
<b>Threshold to Qualify for Stage Two</b>		<b>(36 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.

**MR M KHATHIDE (CITY MANAGER)**