

THE MSUNDUZI MUNICIPALITY

CONTRACT No. SCM 5 OF 20/21

APPOINTMENT OF A PANEL OF SERVICE PROVIDERS TO RENDER INTERNAL AUDIT AND OTHER RELATED PROFESSIONAL SERVICES AND ASSIST WITH THE PROVISION OF SUCH SERVICES TO THE INTERNAL AUDIT UNIT AS PER INTERNAL AUDIT THREE YEAR ROLLING AND ANNUAL AUDIT PLANS AND ADHOC CONSULTING ACTIVITIES IN THE MSUNDUZI MUNICIPALITY AND ITS ENTITIES AS AND WHEN THE NEED ARISES

TENDER NOTICE

The Msunduzi Municipality hereby invites tenders from qualified and experienced internal audit professional Service Providers to assist the Municipality's Internal Audit Unit in the provision of internal audit and other related professional services as and when the need arises.

Tender documents will be made available to tenderers from **12h00 on Thursday, 27 August 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, 5th Floor, A S Chetty Centre, 333 Church Street, Pietermaritzburg, as from the abovementioned date and time, at a non-refundable tender deposit fee of **R568.10 (including VAT)** for each document drawn. Only cash, bank guaranteed cheques or EFT payments will be accepted.

Any enquiries relating to this tender must be forwarded to Vinay Mohanlal (Supply Chain Management Unit) on e-mail address **vinay.mohanlal@msunduzi.gov.za**. A consolidated response will be published onto the Msunduzi Municipality and eTender websites seven (7) calendar days before the date of tender closing. **Note that no enquiries will be attended to within the last seven (7) calendar days before the date of tender closing.**

Tenders must be submitted both in hard copy and on a CD/USB Flash Drive contained in sealed envelopes and marked with "**Contract No. SCM 5 of 20/21**" 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, 28 September 2020**, 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 | Weights |
|---|--|----------------|
| 1.0 | Company Profile | 10 |
| 2.0 | Methodology: | 50 |
| 2.1 | Assurance | 20 |
| 2.2 | Information and Communication Technology (including consulting activity on systems) | 20 |
| 2.3 | Specialised areas in Engineering (Quantity Surveying, Civil/Structural, Electrical, Mechanical, Property Development/Real Estate, etc) | 10 |
| 3.0 | Similar audit engagements undertaken | 20 |
| 4.0 | Demonstrable capabilities of various audit specialists | 20 |
| Total Functionality Weights | | 100 |
| Threshold to Qualify for Stage Two | | 70% |

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.

M. P. KHATHIDE (CITY MANAGER)