

THE MSUNDUZI MUNICIPALITY

TENDER NOTICE

CONTRACT No. SCM 2 OF 26/27

**PROPOSAL TO COMPILE A GRAP COMPLIANT FIXED ASSETS REGISTER,
UNBUNDLING OF INFRASTRUCTURE ASSETS, CONDITIONAL ASSESSMENT AND
VALUATION OF ASSETS**

The Msunduzi Municipality hereby calls for proposals from potential Service Providers/Consortiums with proven municipal financial expertise in asset management to assist the municipality in compiling complete a fixed asset register compliant to GRAP, unbundling of infrastructure assets, conditional assessment and valuation of the assets.

Tender documents will be made available to tenderers from **12h00 on Thursday, 02 July 2026**. Tender documents can be downloaded and printed at the Tenderer's cost from the National Treasury e-Tender 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, 3201 as from the abovementioned date and time, at a non-refundable tender deposit fee of **R1 327.86 (including VAT)** for each document drawn. Only cash or EFT payments will be accepted.

For any technical related enquiries regarding the Specifications, Service Providers must contact Ngimphiwe Shwala (Assets Manager) on either Tel. No. 033 – 392 2361 or e-mail: Ngimphiwe.Shwala@msunduzi.gov.za

For any procurement related enquiries, Service Providers must contact Vinesh Govender (Supply Chain Management Sub-Unit) on either Telephone No. 033 – 392 2027 or e-mail: vinesh.govender@msunduzi.gov.za.

A **compulsory Tender Briefing Meeting** will be held at **12h30 on Wednesday, 15 July 2026**, in Auditorium No. 1, 1st Floor, Bessie Head Library, 260 Church Street, Pietermaritzburg, 3201. An official will chair the meeting and answer queries raised by prospective Tenderers. Any amendment to the tender documentation arising from such answers will be circulated in terms of the meeting's attendance register. Only one representative per Company or Consortium will be allowed to attend the above meeting. No person will be allowed to represent more than one Company at the meeting.

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 2 of 26/27**” and the **Contract Description**, must be placed in the Tender Box located at the Msunduzi Municipality's Central Stores, 2 Abattoir Road (off Kershaw Street), Pietermaritzburg, 3201 (co-ordinates - 29.6126297;30.3610014), not later than **12h00 on Thursday, 6 August 2026**, 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 Evaluation & Adjudication Criteria: The tender shall be evaluated on a Two Stage Evaluation System, Stage One Functionality and Stage Two 80/20 Preference Point System. Adjudication criteria will be as per the tender document. The allocation of points will be in line with specific goals as prescribed in terms of Chapter 4 of the Public Procurement Act No. 28 of 2024.

The Functionality for Stage One shall be evaluated on the following criteria:

Evaluation Criteria	Max. Points Awarded
The experience of one of the directors/members/partners of the service provider in GRAP compliant Fixed Asset Register, unbundling of infrastructure assets, conditional assessment and valuation of assets.	10
References from Municipalities wherein relevant projects were executed	10
Project team (Minimum of 2 persons) Qualifications in Engineering, Accounting, Property Valuation and experience of the Project Team in compiling GRAP compliant Fixed Asset Register, unbundling of infrastructure assets, conditional assessment and valuation of assets.	40
Detailed Project Plan and Methodology	25
Total No. of Points Awarded	85
Minimum Threshold to Qualify For Next Stage	65 Points

The allocation of Preference Points will be according to the following Specific Goals:

Specific goals	Description	Max Points Awarded
BOE	≥ 51% Black Owned Enterprise or 51% management Control by South African Black People.	10
WOE	≥ 51% Woman Owned Enterprise and Controlled by one or more woman or 51% Management control by one or more woman.	5
Locality	Business Situated Within the Msunduzi Municipality's Area of Jurisdiction	5
Total Preference Points		20

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)