

THE MSUNDUZI MUNICIPALITY

CONTRACT No. SCM 10 OF 26-27

**INCOME-GENERATING CONTRACT TO PROVIDE TENANT AND FACILITIES
MANAGEMENT FOR HUMAN SETTLEMENTS - HOUSING ADMINISTRATION (RENTAL
STOCK)**

TENDER NOTICE

Tenders are hereby invited from suitably qualified and experienced consultants for an income-generating contract to provide tenant and facilities management for Human settlements - Housing administration (rental stock) for a period of 36 months. The consultant will be responsible for Rental Management System Administration.

Tender documents will be made available to tenderers from **12h00 on Friday, 14 August 2026**.

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 **R1376.99 (including VAT)** for each document drawn. Only cash or EFT payments will be accepted.

A compulsory tender briefing will be held at the at Human Settlements, Gallwey House, 4th floor on Tuesday, 25 August 2026, at 10h30. A Council official will chair the meeting and a designated Project Champion from ICT will be present during the briefing to provide clarification and answer any technical questions raised. Only one Tender Briefing Meeting will be held.

For any technical related enquiries regarding the Specifications, please contact Neeta Kadir (Housing Department) on either Contact No. 083 670 8333 or e-mail Neeta.kadir@msunduzi.gov.za.

For any procurement related enquiries, please contact Phiwe Mthlane (Supply Chain Management Sub-Unit) on direct Telephone No. 033 – 392 2486 or e-mail address phiwe.mthlane@msunduzi.gov.za.

Tenders must be submitted both in hard copy and on CD/USB Flash Drive contained in sealed envelopes and marked with “**SCM 10 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 (coordinates -29.6126297; 30.3610014), not later than **12h00 on Wednesday, 16 September 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.

MANDATORY REQUIREMENTS:

Item	Description of Mandatory Requirement	Bidder Capacity Trait to be tested by the Mandatory Requirement	Documentary proof: NB: Commissioner of Oaths required by law or Other verification method possible
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1.	Company and Principal member Registration with PPRA	Property Practitioners Act 22 of 2019	Valid PPRA certificate
2.	Company and Principal member Registration with PPRA	Section 47 of Property Practitioners Act 22 of 2019	Valid Fidelity Fund certificate

Failure to comply with the requirements above will lead to disqualification.

Tender Adjudication/Evaluation Criteria: Tenderers shall be evaluated on a Two Stage Evaluation System – Stage One: Functionality and Stage Two: 80/20 Point System in accordance with the Msunduzi Municipality's Supply Chain Management Policy (incorporating Preferential Procurement) as prescribed in terms of the Preferential Procurement Regulations 2022, pertaining to the Preferential Procurement Policy Framework Act, Act No. 5 of 2000.

ITEM NO.	EVALUATION CRITERIA	MAXIMUM POINTS	VERIFICATION METHOD/DOCUMENTS REQUIRED
1.	Company Experience in Tenanting/Facilities management of residential rental properties – State-Owned/Private properties	25	<i>Letter of award/Contracts from Government and signed/stamped reference letters from clients (Body Corporates/Private/Government)</i>
2.	Qualifications of key Personnel - indicating experience and qualifications	25	<i>Copy of CV and qualifications of Team leader (indicating relevant experience and qualifications) must be supplied. The Team leader must hold a NQF 6/7 in Property studies/Real Estate/Property Management.</i>
	Total Points	50	
	Minimum Threshold		35 Points

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

BASIS FOR POINTS ALLOCATION	POINTS	VERIFICATION METHOD
Black Owned Enterprise (BOE)"	10	CSD
Business Enterprises owned by Women	5	CSD
Location of a Business Enterprise	5	Utility Bill or Lease agreement document
Total	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.

SF MNDEBELE (MUNICIPAL MANAGER)