

**THE MSUNDUZI MUNICIPALITY**

**CONTRACT No. SCM 13 OF 22-23**

**REQUEST TO CALL FOR TENDERS FOR LEASE OF SHOPS 11,15, 16, 18 SITUATED AT PROFESSOR NYEMBEZI CENTRE, 341 CHURCH STREET PIETERMARITZBURG**

**TENDER NOTICE**

The Msunduzi Municipality hereby invites providers for the Lease of the Shops 11, 15, 16 and 18 situated at the Professor Nyembezi Centre, 341 Church Street Pietermaritzburg.

Interested tenderers are required to submit a **Bidder Registration Form** of which is available on the Msunduzi Municipality's website [www.msunduzi.gov.za](http://www.msunduzi.gov.za) in the Tenders Folder / Database Forms. The registration period will begin from **Thursday, 18 August 2022**, and end at the close of business on **Friday, 26 August 2022**. **The Bidder Registration Form must be completed and e-mailed to [phiwe.mthalande@msunduzi.gov.za](mailto:phiwe.mthalande@msunduzi.gov.za). Tenderers who fail to register within the above registration period will not be eligible to submit a tender document.**

The Msunduzi Municipality will continue to advertise its Tender Notices on the National Treasury e-Tender Publication Portal and Municipal website. Tender documents will only be e-mailed to potential tenderers that have timeously submitted their Bidder Registration Forms as per the above stated timeframe. The details of the Virtual Tender Briefing will be contained within the tender document.

For any technical related enquiries, please contact Mohsina Amod (Real Estate Officer) on direct Telephone No. 033 – 392 2088 or e-mail address [mohsina.amod@msunduzi.gov.za](mailto:mohsina.amod@msunduzi.gov.za) .

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

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 4 of 22-23**” and the **Contract Description** and must be placed in the Tender Box located in the Foyer, Ground Floor, City Hall, 169 Chief Albert Luthuli Street, Pietermaritzburg, 3201, not later than **12h00 on Monday, 19 September 2022**, 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:** Tenderers 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 |
|-----|---|----------------|
| 1.  | Employment of local talent<br>(copy of organizational structure and a plan to employ local talent)  | 20             |
| 2.  | Experience in entrepreneurship<br>(Financial statements for the past 2 years, Company's proof of registration, company resolution for applying for a lease) | 30             |

|   |   |                        |
|---|---|------------------------|
| 3.  | Shopfittings to be installed<br>(An undertaking to be provided by the applicant regarding shopfittings) | 30                     |
| <b>Total Functionality Points</b>         |   | <b>80</b>              |
| <b>Threshold to Qualify for Stage Two</b> |   | <b>70% (56 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.

**MRS N. M. NGCOBO (ACTING CITY MANAGER)**