

**THE MSUNDUZI MUNICIPALITY**

**CONTRACT No. SCM 14 OF 22/23**

**APPOINTMENT OF A PANEL OF SERVICE PROVIDERS TO UNDERTAKE mSCOA  
REPORTING INTO THE NATIONAL TREASURY PORTAL, PROVIDE VALUE ADD-ON  
BUDGET PREPARATION AND WORKSHOP ON LATEST mSCOA VERSION**

**TENDER NOTICE**

The Msunduzi Municipality hereby invites tenders from suitably qualified and experienced Service Providers to undertake mSCOA reporting into the National Treasury portal, provide value add-on budget preparation and workshop on latest mSCOA version.

Tender documents will be made available to tenderers from **12h00 on Wednesday, 17 August 2022.**

Tender documents can be downloaded and printed at the tenderer's cost from the National Treasury eTender Publication Portal on **[www.etenders.gov.za](http://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 **R672.16 (including VAT)** for each document drawn. Only cash, bank guaranteed cheques or EFT payments will be accepted.

For any technical related enquiries, please contact Sifiso Khoza (Budget Planning, Implementation, Monitoring and Reporting Unit) on direct Telephone No. 033 – 392 2628 or e-mail address **[sifiso.khoza@msunduzi.gov.za](mailto:sifiso.khoza@msunduzi.gov.za)**.

For any procurement related enquiries, please contact Vinay Mohanlal (Supply Chain Management Unit) on direct Telephone No. 033 – 392 2852 or e-mail address **[vinay.mohanlal@msunduzi.gov.za](mailto:vinay.mohanlal@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 14 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, 12 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:** 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	Points
1.	Reputation in the Industry (based on experience)	30
2.	Qualifications and combined experience of Directors / Partners	30
3.	Qualifications and combined experience of Key Personnel of the Project Team	30
<b>Total Functionality Points</b>		<b>90</b>
<b>Threshold Points to Qualify for Stage Two</b>		<b>63</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. NCGOBO (ACTING CITY MANAGER)**