

THE MSUNDUZI MUNICIPALITY

CONTRACT No. SCM 15 OF 23/24

**APPOINTMENT OF A FACILITIES MANAGEMENT COMPANY TO PROVIDE FULL
PROPERTY MANAGEMENT SERVICES FOR THE MSUNDUZI MUNICIPAL RENTAL
HOUSING STOCK**

TENDER NOTICE

Tenders are hereby invited from suitably qualified and experienced Service Providers for the appointment of a Facilities Management Company to provide full property management services for the Msunduzi Municipal rental housing stock.

Service Providers must be registered with the Construction Industry Development Board (CIDB) with a minimum Level 1CE and/or 1GB.

Tender documents will be made available to tenderers from **12h00 on Wednesday, 25 October 2023.**

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 **R1,198.69 (including VAT)** for each document drawn. Only cash or EFT payments will be accepted.

For any technical related enquiries, please contact Radha Gounden (Human Settlements Unit – Housing Administration) on Cellular No. 074 899 8596 or e-mail address **radha.gounden@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**.

A non-compulsory **Tender Briefing Meeting** will be held on **Wednesday, 08 November 2023**, in the **Human Settlements Boardroom, 4th Floor, Gallwey House, 19 Gallway Lane, Pietermaritzburg**, commencing at **10h30**.

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 15 of 23/24**” 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 Wednesday, 29 November 2023**, 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 meeting the Mandatory Requirements of the tender 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. The Functionality for Stage One shall be evaluated on the following criteria:

No.	Description of Functionality Criteria	Maximum Points
1.0	Company Trading Experience in Facilities Management:	55 Points
1.1	Company Trading Experience in Facilities Management – Residential Rental.	15 Points
1.2	Company Trading Experience in Facilities Management – Public or State Owned Residential Rental.	15 Points
1.3	Company Experience in Tenant Setting Up and Management.	25 Points
2.0	Company Experience in Building Maintenance:	25 Points
2.1	Company Experience in Building Maintenance and Repair – Residential Buildings Only.	15 Points
2.2	Value of Previous Related Projects.	10 Points
3.0	Key Person(s) and Management Experience:	45 Points
3.1	Experience: Team Leader.	15 Points
3.2	Experience: Plumber	15 Points
3.3	Experience: Electricians	15 Points
Total Functionality Points		125 Points
Minimum Threshold		80% (100 Points)

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

No.	Specific Goal	Points
1.	Location of Business Enterprise: Companies from within the Msunduzi Municipal Area of Jurisdiction.	10 Points
2.	Black Owned Enterprise: 51% Black Owned Enterprise or 51% management control by South African Black people.	10 Points
Total Preference Points (Specific Goals)		20 Points

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 L. H. MAPHOLOBA (MUNICIPAL MANAGER)