

THE MSUNDUZI MUNICIPALITY

CONTRACT No. SCM 44 OF 21/22

**APPOINTMENT OF A SERVICE PROVIDER TO UNDERTAKE THE REVIEW OF THE HOME
BASED BUSINESS POLICIES IN LINE WITH THE APPROVED MSUNDUZI MUNICIPALITY
LAND USE SCHEME (2018) AND THE SPATIAL PLANNING AND LAND USE
MANAGEMENT ACT (SPLUMA) (2013)**

TENDER NOTICE

The Msunduzi Municipality hereby invites tenders from suitably qualified and experienced Service Providers to undertake the review of the Home Based Business Policies in line with the approved Msunduzi Municipality Land Use Scheme (2018) and the Spatial Planning and Land Use Management Act (SPLUMA) (2013).

Tender documents will be made available to tenderers from **12h00 on Wednesday, 02 February 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**.

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 **R239.20 (including VAT)** for each document drawn. Only cash, bank guaranteed cheques or EFT payments will be accepted.

For any technical related enquiries, please contact Kwethemba Khumalo (Town Planning Sub-Unit) on direct Telephone No. 033 – 392 2096 or e-mail address **kwethemba.khumalo@msunduzi.gov.za**.

For any procurement related enquiries, please contact Vinay Mohanlal (Supply Chain Management Sub-Unit) on direct Telephone No. 033 – 392 2852 or e-mail address **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 44 of 21/22**” and the **Contract Description** 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, 02 March 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.	Firm/Company Profile	10
2.	Experience of Key Personnel	10
3.	Relevant and Associated Work	30
Total Functionality Points		50
Threshold to Qualify for Stage Two		75% (37.5 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.

M. P. KHATHIDE (CITY MANAGER)