

THE MSUNDUZI MUNICIPALITY

CONTRACT No. SCM 47 OF 24/25

**APPOINTMENT OF A LEGAL FIRM TO UNDERTAKE CONVEYANCING AND PROPERTY
TRANSFER RELATED MATTERS FOR TRANCHE 3 BATCH 4 EDENDALE LAND
ACQUISITION PROPERTIES IN SUPPORT OF SUSTAINABLE HUMAN SETTLEMENTS**

TENDER NOTICE

Tenders are hereby invited from suitably qualified and experienced Service Providers to undertake conveyancing and property transfer related matters for Tranche 3 Batch 4 Edendale Land Acquisition properties in support of sustainable human settlements.

Tender documents will be made available to tenderers from **12h00 on Tuesday, 11 February 2025**.

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 **R1,264.62 (including VAT)** for each document drawn. Only cash or EFT payments will be accepted.

For any technical related enquiries, please contact Nkululeko Mkhungo (Planning and Environmental Management – GEVDI) on direct Telephone No. 033 – 392 2256 or e-mail address **nkululeko.mkhungo@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**.

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 47 of 24/25**” and the **Contract Description** and 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, 12 March 2025**, 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, including Chapter 4 of the Public Procurement Act, Act No. 28 of 2024.

The Functionality for Stage One shall be evaluated on the following criteria:

No.	Evaluation Criteria	Maximum Points
1.	Experience of Key Personnel:	30 Points
1.1	Experience of Team Leader.	10 Points
1.2	Admitted Attorney with experience in Property Law.	10 Points
1.3	Candidate Attorney with an LLB Degree.	10 Points
2.	Relevant and Associated Work of the Firm:	25 Points
2.1	Property transfers undertaken by the Firm.	10 Points
2.2	Expropriation transfers undertaken by the Firm.	5 Points
2.3	Third Party Fund Administration (Trust Account) opened for property transfer guarantees.	5 Points
2.4	Five Certificates of Consolidated Title (CCT) or Certificates of Registered Title (CRT).	5 Points
Total Functionality Points (1 + 2)		55 Points
Minimum Threshold (80%)		44 Points

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

No.	Specific Goal	Points
1.	Black Owned Enterprise.	10 Points
2.	Business Enterprise Owned by Women.	5 Points
3.	Locality of Business Enterprise.	5 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.

MRS N. M. NGCOBO (ACTING MUNICIPAL MANAGER)