

**THE MSUNDUZI MUNICIPALITY**

**CONTRACT No. SCM 83 OF 20/21**

**APPOINTMENT OF A PANEL OF SERVICE PROVIDERS TO RENDER INFORMATION AND COMMUNICATION TECHNOLOGY SERVICES WITH THE EXPERTISE OF SAP ENTERPRISE RESOURCE PLANNING SYSTEM TO THE INTERNAL AUDIT UNIT AS PER THE INTERNAL AUDIT THREE YEAR ROLLING AND ANNUAL AUDIT PLANS**

**TENDER NOTICE**

The Msunduzi Municipality hereby invites tenders from suitably qualified and experienced Information and Communication Technology Auditor professional Service Providers with SAP expertise to assist the Municipality's Internal Audit Unit in the provision of Information and Communication Technology audits as per the internal audit operational plans.

Tender documents will be made available to tenderers from **12h00 on Wednesday, 30 June 2021**.

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 **R946.45 (including VAT)** for each document drawn. Only cash, bank guaranteed cheques or EFT payments will be accepted.

For any technical related enquiries, please contact Mr P. J. Mahlaba (Internal Audit Unit) on direct Telephone No. 033 – 392 2883 or e-mail address **[petrus.mahlaba@msunduzi.gov.za](mailto:petrus.mahlaba@msunduzi.gov.za)**.

For any procurement related enquiries, please contact Mr V. P. 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 83 of 20/21**” 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 Monday, 26 July 2021**, 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	Weights
1.	Company Profile	10
2.	Methodology: Information and Communication Technology (ICT) and SAP	40
3.	Similar Information and Communication Technology (ICT) and SAP audit engagements undertaken	20
4.	Demonstrable capabilities of various audit specialists	30
<b>Total Functionality Weights</b>		<b>100</b>
<b>Threshold to Qualify for Stage Two</b>		<b>70%</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.

**M. P. KHATHIDE (CITY MANAGER)**