

THE MSUNDUZI MUNICIPALITY

CONTRACT No. SCM 43 OF 20/21

**APPOINTMENT OF A PANEL OF CONSULTANTS FOR THE REVIEW / RECOVERY AND
CALCULATION OF VALUE ADDED TAX (VAT) APPORTIONMENT PERCENTAGE AND
APPLICATION THEREOF FOR A CONTRACT DURATION OF THREE YEARS**

TENDER NOTICE

The Msunduzi Municipality hereby invites tenders from suitably qualified and experienced Service Providers for the review/recovery and calculation of Value Added Tax (VAT) apportionment percentage and application thereof for a contract duration of three years

Tender documents will be made available to tenderers from **12h00 on Thursday, 28 January 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**.

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 **R568.10 (including VAT)** for each document drawn. Only cash, bank guaranteed cheques or EFT payments will be accepted.

For any technical related enquiries, please contact Odwa Langa (Financial Services Unit) on direct Telephone No. 033 – 392 2568 or e-mail address **odwa.langa@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 43 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 Thursday, 25 February 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	Maximum Points
1	Capability	25 Points
1(a)	Number of successful VAT reviews/recoveries undertaken in municipalities and other government entities	16 Points
1(b)	Number of successful SARS audits	9 Points
2	Proposed Methodology	20 Points
3	Team's Qualifications and Experience	35 Points
3(a)	Qualifications	20 Points
3(b)	Experience in dealing with VAT and tax related matters	15 Points
Total Functionality Points		80 Points
Threshold to Qualify for Stage Two		80% (64 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)