

## **THE MSUNDUZI MUNICIPALITY**

### **SUPPLY AND SERVICES CONTRACT No. 26 OF 2023 – SECTIONS 1 AND 2**

### **SUPPLY AND DELIVERY OF HIGH SPEED DIGITAL COPY PAPER, SPECIALISED PRINTING PAPER, BOARDS, KRAFTS, CARBONLESS PAPER AND ENVELOPES**

#### **TENDER NOTICE**

Tenders are hereby invited from suitably experienced Service Providers for the supply and delivery of high speed digital copy paper, specialised printing paper, boards, krafts, carbonless paper and envelopes, under the following sections:

<b>Section 1</b>	<b>High Speed Digital Copy Paper</b>
<b>Section 2</b>	<b>Specialised Printing Paper, Boards, Krafts, Carbonless Paper and Envelopes</b>

Tender documents will be made available to tenderers from **12h00 on Thursday, 23 November 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](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 **R719.22 (including VAT)** for each document drawn. Only cash or EFT payments will be accepted.

For any technical related enquiries, please contact Sylvester Mosa (Printing Department) on direct Telephone No. 033 – 392 2444 or e-mail address [sylvester.mosa@msunduzi.gov.za](mailto:sylvester.mosa@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](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 “**Supply and Services Contract No. 26 of 2023 – Sections 1 and 2**” 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 Monday, 22 January 2024**, 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 shall be evaluated on the 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 allocation of Preference Points will be according to the following Specific Goals:

No.	Specific Goal	Description	Points	Verification Documents
1.	Black Owned Enterprise	≥ 51% Black Owned Enterprise or 51% Management Control by South African Black People.	5	CSD Report or CIPC Certificate
2.	Business Enterprise Owned by Woman	≥ 51% Woman Owned Enterprise and controlled by one or more women or 51% Management Control by one or more women.	10	CSD Report or CIPC Certificate
3.	Location of the Business	Business situated within the Msunduzi Municipality's area of jurisdiction.	5	CSD Report or CIPC Certificate or Utility Bill
<b>Total Preference Points (Specific Goals)</b>			<b>20</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.

**MR L. H. MAPHOLOBA (MUNICIPAL MANAGER)**