

THE MSUNDUZI MUNICIPALITY

SUPPLY AND SERVICES CONTRACT No. E48 OF 2023

SUPPLY, DELIVERY, MAINTENANCE AND CALIBRATION OF TEST INSTRUMENTS FOR THE MSUNDUZI MUNICIPALITY NETWORK

TENDER NOTICE

Tenders are hereby invited from suitably experienced Service Providers for the supply, delivery, maintenance, and calibration of test instruments for the Msunduzi Municipality network.

Tender documents will be made available to tenderers from **12h00 on Monday, 29 May 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**.

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 **R1,120.27 (including VAT)** for each document drawn. Only cash or EFT payments will be accepted.

For any technical related enquiries, please contact Phindile Memela (Electricity Department) on direct Telephone No. 033 – 392 5049 or e-mail address **phindile.memela@msunduzi.gov.za** or alternatively Nkosikhona Zondi (Electricity Department) on direct Telephone No. 033 – 392 5047 or e-mail address **nkosikhona.zondi@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**.

A compulsory **Tender Briefing Meeting** will be held on **Monday, 12 June 2023**, at the **Electricity Department Boardroom, 1st Floor, Administration Office Block, 111 Havelock Road, Pietermaritzburg**, commencing promptly at **11h00**. Tenderers arriving at the meeting after the stipulated starting time above will be disqualified. Further, all tenderers attending the meeting must be in possession of a tender document failing which the tenderer shall be disqualified. Only one representative per Company will be allowed to attend the above meeting due to Covid-19 protocols.

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. E48 of 2023”** 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, 03 July 2023**, 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 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.

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

No.	Evaluation Criteria	Maximum Points
1.	Previous Experience of the Tenderer on Similar Projects (Supply, Delivery/Maintenance/Calibration of Electrical Test Instruments).	25
2.	Company Experience in Existence.	10
3.	Original Equipment Manufacturer (OEM) or Registered Agent of the Original Equipment Manufacturer (OEM).	10
Total Functionality Points		45
Minimum Threshold to Qualify for Stage Two		35

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

No.	Ownership Specific Goals	Points	Requirements/Verification
1.	Race:	10	
1(a)	Enterprise with at least 51% Black ownership	10	Company and Intellectual Property Commission (CIPC) Certificate.
2.	Locality:	10	
2(a)	Within Msunduzi	10	Proof of Business Address: Lease Agreement/Utility Bill in the name of the Business/one of its Directors. Alternatively, the address on the registration document will be used to allocate points.
2(b)	Within KZN	5	
2(c)	Within RSA	5	
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.

MR L. H. MAPHOLOBA (CITY MANAGER)