

THE MSUNDUZI MUNICIPALITY

TENDER NOTICE

CONTRACT NO. SCM 23 OF 2021/2022

PROPOSAL FOR THE APPOINTMENT OF A PANEL OF SERVICE PROVIDERS FOR FUNDRAISING

Tenders are hereby invited from a panel of Service Providers to undertake fundraising at risk for key Municipal catalytic projects, etc.

Tender documents will be available to tenderers from **14h30 on Thursday, 30th September 2021**. Tender documents can be downloaded and printed at the tenderer's cost from the National Treasury e-Tender 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, at a non-refundable tender deposit fee of **R598.00(including VAT)** for each document drawn. Only cash, bank guaranteed cheques or EFT payments will be accepted. A copy of the Tender Deposit Receipt must be attached to the tender document (if purchased at the Municipality).

For any technical related enquiries, please contact **Ms. D Reddy** (Economist) on Telephone No. 033 – 392 2003 or e-mail address: dashantha.reddy@msunduzi.gov.za.

Any enquiries or questions relating to this tender must be forwarded to Mellissa Nero (Supply Chain Management Unit) on telephone no. 033 392 3018 or e-mail address mellissa.nero@msunduzi.gov.za.

Tenders must be submitted both in hard copy and on USB/flash Drive contained in sealed envelopes and marked with “Contract No.SCM23 of 2021/2022” must be placed in the Tender Box located in the Foyer, Ground Floor, City Hall, 169 Chief Albert Luthuli Street (formerly Commercial Road), Pietermaritzburg, 3201, not later than 12h00 on Tuesday, 09th November 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
CRITERIA 1: QUALIFICATIONS		
1	The Project Manager or any team member must possess a recognised Bachelors degree, Tertiary qualification and or equivalent in the relevant ambit of work as per the project objectives	15 Points
CRITERIA 2: PROJECT TEAM EXPERIENCE		
2.	The Project Manager or any team member should possess the relevant work experience in their ambit as per the project objectives.	5 Points
CRITERIA 3: SIMILAR PROJECT AND LOCALITY		
3.1	Sourcing of Funds	10 Points
3.2	Project Management	10 Points
3.3	Planning and Design	10 Points
3.4	Proven track record of Government reporting	10 Points
TOTAL FUNCTIONALITY POINTS		60

Total Points = 60 points: threshold =75%

A minimum of 75% or 45 points of the total functionality points in required.

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. M KHATHIDE (CITY MANAGER)