

**THE MSUNDUZI MUNICIPALITY**

**CONTRACT No. SCM 45 OF 16/17**

**CALL FOR PROPOSALS TO COMPILE A GRAP COMPLIANT FIXED ASSET REGISTER,  
UNBUNDLING OF INFRASTRUCTURE ASSETS, CONDITIONAL ASSESSMENT AND  
VALUATION OF ASSETS FOR THE MSUNDUZI MUNICIPALITY**

**TENDER NOTICE**

The Msunduzi Municipality hereby invites proposals from suitably qualified and experienced Service Providers/Consortiums to compile a GRAP compliant Fixed Asset Register, Unbundling of Infrastructure Assets, Conditional Assessment and Valuation of Assets, for a period of three (3) years.

**Only tenderers with B-BBEE Contributor Levels of 1 and 2 will be considered for appointment.**

Tender documents shall be available from the Supply Chain Management Unit Offices, 5<sup>th</sup> Floor, A S Chetty Centre, 333 Church Street, Pietermaritzburg, from **12h00 on Wednesday, 17 May 2017**, at a non-refundable tender deposit fee of **R450.30 (including VAT)** for each document drawn. Only cash, bank guaranteed cheques or EFT payments will be accepted. **The cut-off time for the purchasing and collection of tender documents shall be 14h00 on Tuesday, 23 May 2017.**

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)**.

For any technical related enquiries, please contact Odwa Langa (Expenditure Management Unit) on direct Telephone No. 033 – 392 2568 or e-mail address **[odwa.langa@msunduzi.gov.za](mailto: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](mailto:vinay.mohanlal@msunduzi.gov.za)**.

**A compulsory Tender Briefing Meeting will be held on Wednesday, 24 May 2017, in the Transportation Boardroom, 5<sup>th</sup> Floor, A S Chetty Centre, 333 Church Street, Pietermaritzburg, commencing promptly at 10h30. Service Providers arriving at the meeting after the stipulated starting time above will be disqualified. Further, all Service Providers attending the meeting must be in possession of a tender document failing which the Service Provider shall be disqualified.** Only one representative per Company or Consortium will be allowed to attend the above meeting.

Tenders contained in sealed envelopes and marked with “**Contract No. SCM 45 of 16/17**” and the **Contract Description** 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 Monday, 12 June 2017**, when they will be publicly opened. Only tenders placed in the Tender Box shall be accepted.

**Tender Validity Period:** Three (3) 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(a)	Experience of the Directors/Members/Partners of the Service Provider/Consortium in GRAP compliant FAR, unbundling of infrastructure assets, conditional assessment and valuation of assets. (CV's to be provided).	10 Points
1(b)	Three (3) written references from Municipalities with unqualified audit opinion.	10 Points
2	Qualifications in Engineering, Accounting, Property Valuation and experience of the Project Team in compiling GRAP compliant FAR, unbundling of infrastructure assets, conditional assessment and valuation of assets with contactable references. NQF Level 6 qualification is a minimum requirement. (CV's, certified copies of qualifications and certified proof of NQF Level must be furnished with the proposal).	20 Points
3	Registration with SAICA, ECSA and SACPV for Directors/Members/Partners of the Consortium and Team involved in the project. (Certified copy of proof of registration must be furnished with the proposal).	15 Points
4(a)	Detailed Methodology on how the project will be executed including resource allocation and project deliverables.	10 Points
4(b)	Detailed project plan and time frames.	10 Points
4(c)	Quality control to ensure compliance with GRAP norms and standards: GRAP 17, GRAP 16, GRAP 21 and GRAP 26, GRAP 27, GRAP 31, and GRAP 103.	10 Points
4(d)	Clear skills transfer and capacity building programme to Municipal Officials.	10 Points
5	Company registration documents.	5 Points
<b>Total Functionality Points</b>		<b>100 Points</b>
<b>Threshold to qualify for Stage Two</b>		<b>70% (70 Points)</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 SIZWE HADEBE (ACTING CITY MANAGER)**