

THE MSUNDUZI MUNICIPALITY

CONTRACT No. SCM 37R OF 17/18

**APPOINTMENT OF TRAINING SERVICE PROVIDERS: IN PUBLIC ADMINISTRATION NQF
LEVEL 5 LEARNERSHIP PROGRAMME (50060)**

TENDER NOTICE

The Msunduzi Municipality hereby invites tenders from Training Service Providers in Public Administration NQF level 5 Learnership Programme (50060) for Msunduzi Municipality employees.

Tender documents shall be available from the Supply Chain Management Unit Offices, 5th Floor, A S Chetty Centre, 333 Church Street, Pietermaritzburg, from **14 h 30 on Thursday, 19th April 2018**, at a non-refundable tender deposit fee of **R 191.52 (including VAT)** for each document drawn. Only cash, bank guaranteed cheques or EFT payments will be accepted.

Tender documents can be downloaded and printed at the tenderer's cost from the National Treasury eTender Publication Portal on www.etenders.gov.za from **14 h 30 on Thursday, 19th April 2018**.

For any technical related enquiries, please contact Mr. Thami Vilakazi (Education Training Development) on direct Telephone No. 033 – 392 2803 or e-mail address : thami.vilakazi@msunduzi.gov.za.

For any procurement related enquiries, please contact Mellissa Nero (Supply Chain Management Unit) on direct Telephone No. 033 – 392 3018 or e-mail address mellissa.nero@msunduzi.gov.za.

Tenders contained in sealed envelopes and marked with “**Contract No. SCM 37R of 17/18**” 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, 14th May 2018**, 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
I	Public Administration projects implemented to a value of R 200 000 in Local Government: (reference letters from previous projects to be attached as proof) 5 projects 3-4 projects 2 projects 1 project	20 points 15 points 10 points 5 points
II	Locality: Msunduzi Umgungundlovu District KwaZulu – Natal National	20 points 15 points 10 points 5 points
III	Experience of the Facilitator (CV of the facilitator must be attached) 5 years and above 3-4 years Less than 3 years	20 points 10 points 1 point
Threshold to qualify for stage 2		70%

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)