

**MSUNDUZI MUNICIPALITY**

**TENDER NOTICE**

**SPECIALISED QUOTATION No: SCM Q 28 OF 12/13**

**MANUFACTURE, SUPPLY, DELIVERY AND INSTALLATION OF SIGNAGE FOR THE BESSIE HEAD LIBRARY**

Tenders are hereby invited from suitably qualified and experienced service providers for the Manufacturing, Supply, Delivery and Installation of Signage for the Bessie Head Library.

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 **Thursday, 01 November 2012**. A non-refundable tender fee in the amount **R 119.70** (Including VAT) per document shall be levied. Only cash or bank guaranteed cheques will be accepted.

Further information may be obtained from Mrs Jenny Phoenix (Bessie Head Library) on Telephone No. 033 - 392 2630.

**A compulsory Clarification Meeting will be held on site on Wednesday 07 November 2012. Prospective tenderers shall meet at the Foyer, Bessie Head Library, at 10h00.** Only one Clarification Meeting will be held. An official will chair the meeting and answer queries raised by prospective Service Providers. Any amendment to the tender documentation arising from such answers will be circulated in terms of the meeting's attendance register. Tenderers who come after the stipulated starting time will not be allowed to be part of the meeting. No tender shall be accepted from tenderers who do not attend the above meeting.

Sealed tenders, endorsed on the envelope "**QUOTATION No. SCM Q28 OF 12/13**" must be placed in the Tender Box located in the Foyer, Ground Floor, City Hall, 169 Chief Albert Luthuli Street, Pietermaritzburg, not later than **12h00**, on **Monday, 12 November 2012**, when it will be publicly opened. Only tenders placed in the Tender Box shall be accepted.

**The Validity period** shall hold firm for ninety (90) days commencing from closing date of the tender.

**Tender Adjudication & Evaluation Criteria** will be implemented in line with the Msunduzi Municipality's approved Supply Chain and Preferential Procurement Policies on the **80/20** point system. Adjudication criteria will be as per the tender document, the allocation of points will be in line with **B-BBEE** as prescribed in terms of the Preferential Procurement Regulations, 2011 pertaining to the **Preferential Procurement Policy Framework Act**, Act No. 5 of 2000.

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 Service Provider 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. A. NKOSI**  
**MUNICIPAL MANAGER**