



## MSUNDUZI MUNICIPALITY

### TENDER NOTICE

#### CONTRACT No. SCM 17 OF 15/16

#### APPOINTMENT OF A SERVICE PROVIDER TO UNDERTAKE THE MUNICIPAL SERVICES AND LIVING CONDITIONS SURVEY FOR THE 2016/2017 FINANCIAL YEAR FOR THE MSUNDUZI MUNICIPALITY

Tenders are hereby invited from suitably qualified and experienced Service Providers to undertake the Municipal Services and Living Conditions Survey for the 2016/2017 Financial Year for the Msunduzi Municipality.

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 Tuesday, 15 September 2015**. A non - refundable tender fee in the amount **R169.86 (including VAT) per document** shall be levied. Only cash or bank guaranteed cheques will be accepted.

**A compulsory Tender Briefing Meeting** will be held on **Monday, 21 September 2015**, in the **Supply Chain Management Unit Boardroom, 5<sup>th</sup> Floor, A S Chetty Centre, 333 Church Street Pietermaritzburg**, commencing prompt at **10h00**. Only one Tender Briefing Meeting will be held. **Note: Tenderers arriving at the meeting after the stipulated starting time above will be disqualified.**

Sealed tenders endorsed on the envelope with "**Contract No. SCM 17 of 15/16**" and the Contract Description must be placed in the Tender Box located in the Foyer, Ground Floor, City Hall, 169 Chief Albert Luthuli Street (Commercial Road), Pietermaritzburg, not later than **12h00 on Monday, 05 October 2015**, 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, 2011, 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	Company Experience	15 Points
2	Locality of Company	05 Points
3	Personnel	10 Points
<b>Total Functionality Points</b>		<b>30 Points</b>
<b>Threshold to qualify for Stage Two</b>		<b>60% (18 Points)</b>

Further information may be obtained from Siwelile Zimu on Telephone No. 033 – 392 2033 or E-mail [siwelile.zimu@msunduzi.gov.za](mailto:siwelile.zimu@msunduzi.gov.za).

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. A. NKOSI (MUNICIPAL MANAGER)**