

## MSUNDUZI MUNICIPALITY

### QUOTATION NOTICE

#### SPECIALISED QUOTATION No. Q 12/202 OF 17/18

#### GRASS CUTTING, TRIMMING OF TREES AND ALIEN PLANTS AT THE MSUNDUZI MUNICIPAL STORES

The Msunduzi Municipality hereby invites suitably experienced tenderers to submit quotations for the above works. This contract calls for the grass cutting, trimming of trees and alien plants of the Municipal Stores Site.

Quotation 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 Friday, 20 October 2017**. A non-refundable tender fee in the amount **R 150.48** (Including VAT) per document shall be levied. Only cash or bank guaranteed cheques will be accepted. Tender documents can also 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 Mr. Sibusiso Mkhize direct Telephone No. 033 – 392 2217 or e-mail address [sibusiso.mkhize@msunduzi.gov.za](mailto:sibusiso.mkhize@msunduzi.gov.za). For any procurement related enquiries, please contact Fundile Zondi(Supply Chain Management Unit) on direct Telephone No. 033 – 392 3093 or e-mail address [fundile.zondi@msunduzi.gov.za](mailto:fundile.zondi@msunduzi.gov.za)*

**A compulsory tender briefing meeting will be held at 10h00 on Wednesday, 25 October 2017.** Prospective tenderers shall be required to meet on the date and time mentioned above in the **02 Abattoir Rd, stores Boardroom, Pietermaritzburg, 3201**. Thereafter proceed to site. Only one Tender Briefing meeting will be held. ***Tenderers arriving at the meeting after the stipulated starting time will be disqualified.*** An official will chair the meeting and answer queries raised by prospective Tenderers. Any amendment to the tender documentation arising from such answers will be circulated in terms of the meeting's attendance register. No tender shall be accepted from tenderers who do not attend the above meeting.

Sealed quotation endorsed on the envelope "**SPECIALISED QUOTATION No. Q12/202 OF 16/17**" 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 Tuesday, 31 October 2017**, when it will be publicly opened. Only quotations placed in the Tender Box shall be accepted.

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

**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, 2017 pertaining to the **Preferential Procurement Policy Framework Act**, Act No. 5 of 2017.

#### PRE –QUALIFICATION CRITERIA

	<b>SCORING CRITERIA</b>	<b>POINTS CLAIMABLE</b>
COMPANY EXPERIENCE	<ul style="list-style-type: none"><li>• over 7 years' experience, supply proof of references</li><li>• greater than 3 up to 7 years' experience, supply proof of references</li><li>• 1-3 years' experience, supply proof of references</li></ul>	40 Points 20 Points 10 Points

PROVEN RELEVANT EXPERIENCE ON THE GRASS CUTTING, TRIMMING OF TREES, AND ALIEN PLANTS	<ul style="list-style-type: none"> <li>• Proof provided i.e. attach letter of awards, contract agreement, orders of previous job etc.</li> <li>• No proof provided</li> </ul>	20 Points  0 Points
COMPANY LOCATION (WITHIN MSUNDUZI JURISDICTION) PROVIDE LETTER FROM LOCAL COUNCILLOR/ COUNCIL UTILITY BILL	<ul style="list-style-type: none"> <li>• Proof of business location (Msunduzi Jurisdiction)</li> <li>• For not submitting a proof.</li> </ul>	40 Points  10 Points

COMPANY LOCATION (WITHIN MSUNDUZI JURISDICTION) PROVIDE LETTER FROM LOCAL COUNCILLOR/ COUNCIL UTILITY BILL	<ul style="list-style-type: none"> <li>• Proof of business location (Msunduzi Jurisdiction)</li> <li>• For not submitting a proof.</li> </ul>	40 Points  10 Points
<b>Threshold 60% OR 60 Points</b>		

Bidders must score a minimum of 60% (60 points) or more to be considered for a second stage.

The Msunduzi Municipality does not bind itself to accept the lowest or any quotation and reserves the right to accept the whole or any part of a quotation. Each Service Provider will be informed of the quotation result. The Msunduzi Municipality expects businesses within the Pietermaritzburg and Midlands Region to support its contract and BEE/SMME initiatives.

**MR. S HADEBE: ACTING MUNICIPAL MANAGER**