

THE MSUNDUZI MUNICIPALITY

TENDER NOTICE

SPECIALISED CONTRACT No. SCM 46 OF 17/18

**APPOINTMENT OF AN INDEPENDENT SERVICE PROVIDER TO DEVELOP THE
VULINDLELA STRATEGIC ENVIRONMENTAL ASSESSMENT (SEA) FOR THE
MSUNDUZI MUNICIPALITY**

The Msunduzi Municipality hereby invites tenders from suitably qualified and experienced Service Providers for the above works. Only Service Providers who are Level 1 and Level 2 B-BBEE Contributors will be considered for appointment.

Tender documents will be available to tenderers from **14h00 on Tuesday, 16 January 2018**. Tender documents can be downloaded and printed at the tenderer's cost from the National Treasury e-Tender Publication Portal on www.etenders.gov.za.

Printed copies of the tender documents shall also be available from 14h00 on Tuesday, 16 January 2018, from the Supply Chain Management Unit Offices, 5th Floor, A S Chetty Building, 333 Church Street, Pietermaritzburg, at a non-refundable tender deposit fee of R799.14 (including VAT) for each document drawn. Only cash, bank guaranteed cheques or EFT payments will be accepted.

For technical enquiries regarding the scope of works, please contact Gideon Duma on either Tel. No. 033 392 362 5 or e-mail: gideon.duma@msunduzi.gov.za

For Supply Chain Management related matters, please contact Vinesh Govender on either Tel. No. 033-392 202 7 or e-mail: vinesh.govender@msunduzi.gov.za

A compulsory Tender Briefing Meeting for the above project will be held at 11h00 prompt on Friday, 2 February 2018, in the Exco Boardroom, 1st Floor, City Hall, 169 Chief Albert Luthuli Street, Pietermaritzburg, 3201. Only one Tender Briefing 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. ***Service Providers arriving at the meeting after the stipulated starting time will be disqualified. Service Providers attending the meeting must be in possession of a Tender Document failing which the Service Provider shall be disqualified. Service Providers producing only the Tender Briefing Certificate at the meeting will not be considered.*** No Service Provider will be allowed to represent more than one (1) Company at the meeting. Only one representative per Company or Joint Venture or Consortium will be allowed to attend the above meeting.

No Tenderer will be allowed to purchase or collect tender documents after 14h00 on 15 January 2018, and the Msunduzi Municipality will not be held liable for any loss or damages sustained by the Tenderer in this regard.

Sealed tenders endorsed on the envelope "**Specialised Contract No. SCM 46 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, Pietermaritzburg, not later than **12h00 on Friday, 16 February 2018**, when they will be opened in public. Only tenders placed in the tender box shall be accepted. Under no circumstances whatsoever will any extension of time be allowed for submission of tenders.

Tender Validity period: Three (3) months commencing from the closing date of the 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: -

CRITERIA 1: EXPERIENCE		Maximum Points
Relevant work experience		
Professional Environmental Scientist registered with SACNASP	0yrs - 2yrs = 5 points >2yrs - 5yrs = 10 points >5yrs = 15 points	/30
Professional and Technical Surveyor or GIS Practitioner registered with either SAGC or SACNASP	0yrs - 2yrs = 5 points >2yrs - 5yrs = 10 points >5yrs = 15 points	
CRITERIA 2: SIMILAR PROJECT AND LOCALITY		
Schedule of similar projects of company		
Successful <i>projects (as per the scope of work)</i> undertaken in the last 5 years: a table of successful similar projects submitted including reference letters from clients for all successful projects submitted, client details, start and finish dates and project amount. <i>(Failure to submit all the above information shall lead to no points being awarded. The Municipality reserves the right to verify information submitted).</i>	0 – 1 project = 10 points 2 – 4 projects = 15 points 5 or more projects = 20 points	/20
CRITERIA 3: PERMANENT LOCALITY OF COMPANY		
Proof shall be a Municipal bill not less than 3 months old, certified copy of lease agreement or letter from Ward Councilor confirming your business address	Within Msunduzi = 10 points Within KZN Province = 5 points Outside KZN = 1 point	/10
Total Functionality Points		60 Points
Threshold to Qualify for Stage Two		75.00%

The Council 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 Council expects businesses within the Pietermaritzburg and Midlands Region to support its contract and affirmative action programmes.

SIZWE HADEBE (MUNICIPAL MANAGER)