

THE MSUNDUZI MUNICIPALITY

CONTRACT No. SCM 55 OF 17/18

PROPOSAL CALL FOR THE APPOINTMENT OF A PROJECT MANAGER FOR THE PREPARATION OF THE 2019 GENERAL VALUATION ROLL AND SUPPLEMENTARY VALUATION ROLL 01 FOR IMPLEMENTATION ON THE 1ST OF JULY 2019

TENDER NOTICE

The Msunduzi Municipality hereby invites proposals from suitably qualified and experienced Service Providers/Consortiums with proven municipal General Valuation Roll Project Management experience for the appointment of a Project Manager for the preparation of the 2019 General Valuation Roll and Supplementary Valuation Roll for implementation on the 1st of July 2019.

Only tenderers with B-BBEE Contributor Levels of 1 and 2 will be considered for appointment.

Tender documents will be made available to tenderers from **12h00 on Wednesday, 28 February 2018.**

Tender documents can be downloaded and printed at the tenderer's cost from the National Treasury eTender Publication Portal on **www.etenders.gov.za**.

Printed copies of the tender documents shall also be available from the Supply Chain Management Unit Offices, 5th Floor, A S Chetty Centre, 333 Church Street, Pietermaritzburg, as from the abovementioned date and time, at a non-refundable tender deposit fee of **R478.80 (including VAT)** for each document drawn. Only cash, bank guaranteed cheques or EFT payments will be accepted. **The cut-off time for the purchasing and collection of tender documents shall be 14h00 on Thursday, 08 March 2018.**

For any technical related enquiries, please contact Ms Zamambo Mkhize (Valuations Unit) on direct Telephone No. 033 – 392 2579 or e-mail address **zamambo.mkhize@msunduzi.gov.za**.

For any procurement related enquiries, please contact Vinay Mohanlal (Supply Chain Management Unit) on direct Telephone No. 033 – 392 2852 or e-mail address **vinay.mohanlal@msunduzi.gov.za**.

A compulsory Tender Briefing Meeting will be held on **Friday, 09 March 2018**, in the **Supply Chain Management Boardroom, 5th Floor, A S Chetty Centre, 333 Church Street, Pietermaritzburg**, commencing promptly at **10h30**. ***Tenderers arriving at the meeting after the stipulated starting time above will be disqualified. Further, all Tenderers attending the meeting must be in possession of a complete tender document failing which the Tenderer shall be disqualified.*** Only one representative per Company or Consortium will be allowed to attend the above meeting.

Tenders contained in sealed envelopes and marked with “**Contract No. SCM 55 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, 26 March 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
A	RESOURCES AND EXPERIENCE	55 POINTS
1	Locally Based	5 Points
2	Company Experience	10 Points
3	General Valuation Project Management	10 Points
4	Professional Associated Valuer / Professional Valuer	10 Points
5	GIS Technician	10 Points
6	Data Analyst, CAMA Specialist	10 Points
B	PROJECT METHODOLOGY AND PROJECT PLANS	40 POINTS
1	Project Processes Required for a General Valuation Project	10 Points
2	Roll Accuracy Testing, Quality Assurance	10 Points
3	Skills Transfer	10 Points
4	Track Record / Experience Reference	10 Points
Total Functionality Points		95 Points
Threshold to Qualify for Stage Two		65 Points

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)