

169 Main Street
Private Bag 53
Umzimkhulu
3297



Email: info@umzimkhulum.gov.za
Tel: (039) 259 5000/5300
Fax: (039) 259 0427

BUDGET & TREASURY DEPARTMENT

PROVINCE OF KWAZULU-NATAL
KZN 435

Date issued 11/03/2024.
KZN435/23/24/011/INFR

RE INVITATION TO TENDER UMZIMKHULU LOCAL MUNICIPALITY

uMzimkhulu Municipality hereby invites reputable and experienced Service providers to respond on the projects below:

PROJECT NAME	PROPOSAL NUMBER	CIDB grading	BRIEFING DATE
IMPLEMENTING AGENT FOR LANDSCAPING AND GREENING IN THE CBD (12 Month Contract)	ULM-INFR 001/24	3 SH or higher	19/03/2024 @10h:00 am

Tender documents will be available on the municipal website (www.umzimkhulum.gov.za) and will also be available from the cashier at **169 Main Street, uMzimkhulu, 3297 upon the non-refundable payment of R300 per document or a bank guaranteed cheque made out to uMzimkhulu Municipality during working hours between 09:30am and 16:00pm from the 13th of March 2024; cut-off time for buying documents is the 19th of March 2024, 15 minutes before the briefing time.**

Compulsory briefing meeting is scheduled to take place at **uMzimkhulu Municipality Makhosini Building, 247 Main Street, uMzimkhulu 3297.**

Invalid or non-submission of the following documents will render the Tenderer disqualified; Specific Goals points will not be allocated if the required documents are not submitted / invalid.

- Registered on Central Suppliers Database (CSD) attach proof of Registration.
- MBD 4, 8, 6.1 & 9 -
- Municipal rates and services certificate / statement / billing for the directors, owners, shareholders of the company and for the company to confirm that Municipal rates are not in arrears for more than 90 days or.
- Attach valid lease agreement if the company is leasing the office space.

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- Attach a valid lease agreement if the director is leasing accommodation.
- Attach affidavit if the account is under your parents, siblings, grandparents, and you are not paying any Municipal rates.
Copy of a marriage certificate if Municipal account in under your spouse.
- Certificate of Authority” to sign all documents in connection with this Tender and any contract or agreement which may arise therefrom, duly signed and dated, shall be provided by the Board of Directors of the firm and shall be attached and must be on a Company letter head. (Example is provided in the Tender document)

80/20 Preference Point System will be used on the following project, functionality will be considered and uMzimkhulu Local Municipal SCM policy.

Second Phase of Evaluation:

Evaluation minimum threshold is 50% or 40 points.

Key Aspect of Criteria	Basis for points allocation	Max. Points	Verification Method
Experience of the Bidder (Company)	Number of completed project in Land Scaping or Hard Land Scaping completed within the past 10 years (1 June 2013 to date) 5 or more Projects : 20 points 3 -4 Projects : 10	20	Appointment letter and Completion Certificate.
Qualification and Experience of the Land Scaper	Land Scaper must have a minimum qualification of a National Diploma in Horticulture or Land Scaping and years of experience in Horticulture or Land Scaping: Diploma and 5 or more years of experience : 20 Points Diploma and 2-4 years of experience : 10 Points	20	CVs detailing nature and years of experience for Land Scaper/horticulture and Certified copies of required qualification certificates, certified within 3 months back

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			from tender closing date and.
			CVs detailing nature and years of experience, for the Forman
Qualification and Experience of the Forman	<p>Forman must have a relevant experience in Landscaping or Hard Land Scaping or Horticulture</p> <p>5 or more years of experience: 20 points</p> <p>2-4 years of Experience : 10 points</p>	20	
Methodology (Construction Process plan)	<p>Methodology shall be presented in a form of a detailed Process Plan or other format indicating process plan format; Timelines, Plant and Labour demand. Quality management, Health safety process plan indicating how work will be carried out within the constraints of a live site.</p> <p>Process Plan, Schedule of activities as per the company experience, Project administration, labour demands, Quality management, Health safety and process plan for working on a live sites : 20</p> <p>Process Plan, labour demands, schedule of activities, or process plan for working on a live site: 10</p>	20	2-3 Pages method statement

NB: It is compulsory for a bidder to score not less than 50% per segment in the above table. Even if the bidder has scored the 50 % of threshold but scores less than 50% on one or more of the segments above the bidder will be non-responsive.

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The 80/20 scoring will apply.

80 Price

20 Specific goals

Specific Goals

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system)	Verification document(s)
Specific Goals 1: Ownership		
Companies that are 51% owned by black South African citizen (s)	Max. Points 2	Certified ID copy of director/ Owner. Or Detailed CSD report verification on CSD portal by the Municipality)
Specific goals 2: RDP Goals		
Companies that are 100% owned by south African citizen. 100% Points allocation =10 points	Max. Points 10	CIPC registration Certificate (Companies and Intellectual Property Commission)
Companies that are 50% owned by South African citizen. 50% Points Allocation = 5 Points		Or Detailed CSD report verification on CSD portal by the Municipality)
Companies that are less than 50% owned by South African citizen. 25% Points Allocation = 2.5 Points		Or Certified Copy RSA Identity document of the director(s)
Promotion of business: - located within KZN province.	Max. Points 8	Preferred address on CSD report and certified copy of utility bill on property rates and services for the director.

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		Or Preferred address on CSD report and Valid Lease Agreement. Or Preferred address on CSD report and original letter for the director from Induna / Chief/ ward Councillor. (verification on CSD portal by the Municipality)
TOTAL / MAXIMUM POINTS	20	

90 days Price Validity

Contact Details

All Technical enquiries shall be directed to:

Attention : Mrs N. Mzozo
Telephone : (039) 259 5063
Email Address : mzozon@umzimkhulum.gov.za

All SCM compliance enquiries shall be directed to:

Attention : Mr Z. Ngwane
Telephone : (039) 259 5220
Email Address : ngwanez@umzimkhulum.gov.za

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Closing date

Bid documents in a sealed envelopes clearly indicating the **Bid number and Bid Name**, must be deposited in the tender box of uMzimkhulu Local Municipality, located at 169 Main Street, uMzimkhulu, 3297 reception area, not later than **12h:00 pm of 05th of April 2024** Telegraphic, telex, telephone, electronic, facsimile, and late tenders will not be accepted.

Tenders may only be submitted along with the tender documentation provided by the municipality.

The uMzimkhulu Municipality Council does not bind itself to accept the lowest bidder. uMzimkhulu Municipality Supply Chain Management policy will apply.


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C. A. NGQOYIYA
MUNICIPAL MANAGER