

169 Main Street
Private Bag 53
Umzimkhulu
3297



Email: info@umzimkhulum.gov.za
Tel: (039) 259 5000/5300
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OFFICE OF THE MUNICIPAL MANAGER

PROVINCE OF KWAZULU-NATAL
KZN 435

Date issued 02/07/2026

KZN435/26/27/001/MM/COMM

**INVITATION TO TENDER
UMZIMKHULU LOCAL MUNICIPALITY**

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

PROJECT NAME	TENDER NUMBER	BRIEFING DATE
TRANSACTIONAL ADVISER (12 MONTHS CONTRACT)	ULM-MM/COMM 001/27	15/07/2026 @ 11:00

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 R100 per document or a bank guaranteed cheque made out to uMzimkhulu Municipality during working hours between 09:30am and 16:00pm from the 07th of July 2026; cut-off time for buying documents is the 15th of July 2026 15 minutes before the briefing time.

A non-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 4,6.1,8 & 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.
- 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



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Company letter head example is provided on the document. Tender document must be signed by the authorized person.

- NB: In the event of a mistake having been made it shall be crossed out in ink and be accompanied by a full signature at each alteration. The municipality reserves the right to reject the tender if corrections are not made in accordance with the statement above. (Usage of correction pen is not permitted)

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

Criteria for Functionality

Evaluation minimum threshold is 50% or 50 points

PHASE 2 : FUNCTIONALITY CRITERIA NO	CRITERIA	SCORING TOTAL SCORE	VERIFICATION METHOD
1.	PROJECT LEADER – PPP Specialist	20	
Academic qualifications of the Project Leader: Degree in finance, engineering, economics or project management field accompanied by relevant experience in leading PPP,	5 = Masters and above 4 = Honors & Relevant registration professional bodies 2,5 = Degree /National Diploma	5	Attach certified copy of qualification and /or copy of SAQA certificate
Skills and Experience - A list of at least 5 projects of similar nature, magnitude and complexity undertaken in the last 15 years	5 = more than 15 years 4 = 10 to 15 years 2,5 = 5 to 10 years	5	Attach comprehensive CV which clearly indicates the experience
- Proven experience in coordinating the work of the entire Transactional advisory team, undertaken in the last 15 years	5 = more than 15 years 4 = 10 to 15 years 2,5 = 5 to 10 years	5	

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- Experience in project management and leading a multidisciplinary team, undertaken in the last 15 years	5 = more than 15 years 4 = 10 to 15 years 2,5 = 5 to 10 years	5	
FINANCE LEAD		15	
NO	CRITERIA	SCORING	
a) Qualifications Management accountant, Professional Registration with SAICA, (financial modelling, and project financing) A Degree in Finance, Accounting or equivalent	5 = Masters and above /Applicable Registration 4 = Honours Degree/Applicable Registration 2,5 = Degree /Diploma/Applicable Registration	5	Attach certified copy of qualification copy of SAICA certificate
b) Skills and experience Submission of a comprehensive CV which clearly indicates the following: - A list of at least 5 projects of similar nature, magnitude and complexity undertaken in the last 10 years	5 = more than 10 years 4 = 5 to 10 years 2,5 = 3 to 5 years	5	Attach comprehensive CV which clearly indicates the experience

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- Proven experience in the role played, in the last 10 years.	5 = more than 10 years 4 = 5 to 10 years 2,5 = 3 to 5 years	5	
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3 NO	LEGAL ADVISOR CRITERIA	15 SCORING	
a) Qualifications Legal Lead	5 = LLM or above (NQF 9) 5 a) Qualifications Legal Lead 4 = Postgraduate LLB (NQF 8) 2,5 = Legal Degree (NQF 7) plus Admission	5	Attach certified copy of qualification and copy of LPC certificate
b) Skills and experience Submission of a comprehensive CV which clearly indicates the following: - A list of at least 5 projects of similar nature, magnitude and complexity undertaken in the last 10 years	5 = above 10 years 4 = 9-10 years 2,5 = 5-8 years	5	Attach comprehensive CV which clearly indicates the experience
- Proven experience in the role played in the last 10 years	5 = above 10 years 4 = 9 -10years 2,5 = 5-8 years	5	
4.	TECHNICAL ADVISORS 1	40	

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<p>a) Qualifications Technical Lead – Construction Professional Registration with ECSA (Professional Engineers only) or Architect: Professional Architect registered with SACAP</p>	<p>5 = Masters and above 4 = Honours Degree/Applicable Registration 2,5= Degree /Diploma</p>	<p>5</p>	<p>Attach certified copy of qualification and copy of ECSA or SACAP certificate</p>
<p>b) Skills and experience - A list of at least 5 projects of similar nature, magnitude and complexity undertaken in the last 10 years</p>	<p>5 = above 10 years 4 = 9 years -10 years 2,5= 5-8 years</p>	<p>5</p>	<p>Attach comprehensive CV which clearly indicates the experience</p>
<p>TECHNICAL ADVISORS 2</p>			
<p>a) Qualifications Engineer: Professional Registration With ECSA (Pr.Eng / Pr.Tech Eng are acceptable),</p>	<p>5 = Masters and above 4 = Honours Degree/Applicable Registration 2,5 = Degree/Diploma /Applicable Registration</p>	<p>5</p>	<p>Attach certified copy of qualification and copy of ECSA, (Pr.Eng / Pr.Tech) certificate</p>
<p>b) Skills and experience Submission of a comprehensive CV which clearly indicates the following: - A list of at least 5 projects of similar nature, magnitude and complexity undertaken in the last 10 years</p>	<p>5 = above 10 years 4 = 9-10 years 2,5 = 5-8 years</p>	<p>5</p>	<p>Attach comprehensive CV which clearly indicates the experience</p>
<p>TECHNICAL ADVISORS 3</p>			

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a) Qualifications Quantity Surveyor , with Professional Registration with SACQSP	5 = Masters and above 4 = Honours Degree/Applicable Registration 2,5 = Degree /Diploma /Applicable Registration	5	Attach certified copy of qualification and copy of SACQSP certificate
b) Skills and experience - A list of at least 5 projects of similar nature, magnitude and complexity undertaken in the last 10 years	5 = above 10 years 4 = 9-10 years 2,5 = 5-8 years	5	Attach comprehensive CV which clearly indicates the experience

TECHNICAL ADVISORS 4

NO	CRITERIA	SCORING (10)	
a) Qualifications Architect: Professional Architect registered with SACAP	5 = Masters and above 4 = Honours Degree/Applicable Registration 2,5 = Degree/ Diploma/Applicable Registration	5	Attach certified copy of qualification and /or copy of SACAP certificate
b) Skills and experience - A list of at least 5 projects of similar nature, magnitude and complexity undertaken in the last 10 years	5 = above 10 years 4 = 9-10 years 2.5 = 5-8 years	5	Attach comprehensive CV which clearly indicates the experience

PROPOSED METHODOLOGY

NO	CRITERIA	SCORING (10)	
The submission of a detailed proposed methodology clearly	10= All aspects covered.	10	Attach proposal of method statement and Ghant Chat

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indicating defined timelines on how the 12-month contract period will be achieved. The methodology to be accompanied by a Ghant Chart	5 = All aspects covered with limited information.	5	
TOTAL POINTS		100	

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

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 2: RDP Goals		
Companies that are 100% owned by south African citizen. 100% Points allocation =10 points	Max 10 Points	CIPC registration Certificate (Companies and Intellectual Property Commission) Or Detailed CSD report verification on CSD portal by the Municipality) Or Certified Copy RSA Identity document of the director(s) (verification on CSD portal by the Municipality)
Companies that are 50% owned by South African citizen. 50% Points Allocation = 5 Points		
Companies that are less than 50% owned by South African citizen. 25% Points Allocation = 2.5 Points		
Promotion of business: - located within KZN province.	10 Points	Preferred address on CSD report and certified copy of utility bill on property rates and services for the Enterprise or Company. Or

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		Preferred address on CSD report and original letter for the Enterprise or Company from Induna / Chief/ ward Councillor. (verification on CSD portal by the Municipality)
TOTAL / MAXIMUM POINTS	20	

180 days Price Validity

Contact Details

All Technical enquiries shall be directed to:

Attention : Mr. W. Mgcina
Telephone : 039 259 5078
Cell No. : 076 401 5728 (During office hours from 08:00 am to 16:30 pm)
Email Address : mgcinaw@umzimkhulum.gov.za

All SCM compliance enquiries shall be directed to:

Attention : Mr. S Ndawonde
Telephone : 039 259 5089
Email Address : ndawondes@umzimkhulum.gov.za

Closing date

Tender documents 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, 24th of July 2026**. Telegraphic, telex, telephone, electronic, facsimile, and late tenders will not be accepted.

Tenders may only be submitted on 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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DR. C. A. NGQOYIYA
MUNICIPAL MANAGER