



**UMZIMVUBU**  
LOCAL MUNICIPALITY

**ADVERT DATE: 08 SEPTEMBER 2023**

Umzimvubu Local Municipality hereby invite the Service Providers for procurement of the below project.

Project Name	Contract No.	Briefing Date Compulsory	Briefing Venue	Closing Date
Supply and Delivery of Cleaning Material at Umzimvubu Local Municipality for the period of 3 years"	UMZ/CS/SG/2023-2026/001	18 September 2023 @ 10:00 am	KwaBhaca Municipal offices@ 10H00	28 September 2023
Lease, Installation, Monitoring, Automation, and Maintenance of Multifunctional Printing/ Photocopying Machines for the offices of municipality for a period of 2 years.	UMZ/CS/SG/2023-2025/002	18 September 2023 @ 10:00 am	KwaBhaca Municipal offices@ 10H00	28 September 2023
Network Maintenance Contract for two (2) years.	UMZ/2023-24/CS/CT/001	19 September 2023 @ 11:00 am	EmaXesibeni Offices @ 10H00	28 September 2023

**MANDATORY DOCUMENTS TO BE SUBMITTED FAILURE TO DO SO WILL LEAD TO BIDS BIENG DEEMED TO BE NON- RESPONSIVE**

Umzimvubu Local Municipality Supply Chain Management policy will apply. A confirmation from SARS with a verification pin, Copy of company Registration/Founding Statement/CIPC Document. **80/20** where 20 points will be allocated to **specific goal 5** points for more than 50% youth ownership, **5** points for more than 50% **Female** ownership and 5 points for **100% Black ownership** and 5 points for **Disabled individuals** with a submission of **Occupational Therapy assessment report or certified independent impairment rater** and 80 points for price. Prices quoted must be firm and must be inclusive of VAT for vat vendors. ID Copies of Managing Directors/Owners. Compulsory Properly filled MBD forms 4,6.1, 8 and 9 and Billing Clearance, certificate or Statement of Municipal Accounts or affidavit or lease agreement or confirmation letter with declaration that a company does not owe municipal services for more than 30 days. Bid documents will be available on **E-tender Portal for free to be downloaded and those that needs hard copies will be available at municipal offices at a fee of R455.00 to cover printing** as from date of advert for each project; only cash or bank guaranteed cheques made payable to Umzimvubu Local Municipality will be accepted. No couriered, faxed, e-mailed and late tenders will be accepted. Certification of documents must be within a period of 90 days. Bidders must be registered on CSD and provide confirmation of registration. Umzimvubu Local Municipality reserves the right not to appoint and value for money will be the key determinant of appointment. The municipality will not make any award to a person or persons working for the state. UMzimvubu Local Municipality reserves the right not to appoint and value for money will be the key determinant of appoint. All tenders must be deposited in the tender box situated at **Umzimvubu Local Municipality** Offices at Dabula Street, **KwaBhaca, Eastern Cape 5090 ( 30° 54' 30" S, 28° 58' 53" E)** not later than **12h00 noon** as per table provided above, where they will be opened in public. All tenders must be clearly marked "Name of the project indicated above. **The municipality will not make any award to a person or persons working for the state.**

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**PRE – QUALIFICATION**

**All bids will be subjected to a pre-qualification:**

Cleaning Material and Lease of Machines Requires 60 points to be evaluated further		Network maintenance: Requires 70 points to be evaluated further.	
Criteria	Points	Criteria	Points
Relevant Experience, Capacity, Expertise	60	Relevant Experience	60
Methodology	20	Capacity, Experience	40
<b>Total</b>	<b>100</b>	<b>Total</b>	<b>100</b>

All technical enquiries may be directed to Corporate Services Department Mr. M Ngxekana 039 255 8567 and SCM Mr T Mbukushe 039 255 8555. Other enquiries regarding this Bid may be directed to the office of the Municipal Manager: Mr GPT Nota.

**GPT NOTA / MUNICIPAL MANAGER**