

UMZIMKHULU LOCAL MUNICIPALITY

KZN435/24/25/003/BTO

INVITATION TO TENDER
UMZIMKHULU LOCAL MUNICIPALITY

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

TENDER NAME	TENDER NAME	BRIEFING DATE
ADVERTISING AGENT SERVICES (12 Month Contract)	ULM-BTO 001/25	17/10/2024 @ 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 R250 per document or a bank guaranteed cheque made out to uMzimkhulu Municipality during working hours between 09:30am and 16:00pm from the 15th of October 2024; cut-off time for buying documents is the 17th of October 2024, 15 minutes before the briefing time.**

A non-compulsory briefing meeting is scheduled to take place at **uMzimkhulu Municipality Makhosini Building, 247 Mzimkhulu Mlonyana 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.
- 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)

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 and uMzimkhulu Local Municipal SCM policy.

Second Phase of Evaluation
Evaluation criteria
Functionality
Minimum threshold 50 Points or 63%

Criteria	Maximum Points	Verification Method
Company relevant experience as an advertising Agent 10 projects = 40 Points 5 - 9 projects = 20 Points No points allocation for projects less than 5	40 Points	Attach reference letters of similar service from previous sectors / Institution
Expertise (compulsory) Team member ND: Marketing / Communication or equivalent qualification with a minimum of 2 years' experience. Team Leader ND: Marketing / Communication or equivalent qualification with a minimum of 3 years' experience Points allocation Both personnel qualifications and required experience = 20 Points	20 Points	Attach certified copies of qualifications and CV
Methodology Turnaround time (publication within 24 hours) = 20 Points -Turnaround time (publication within 36 hours) = 10 Points - beyond 36 hours = 0	20 Points	Attach methodology

The points associated with the comprehensive proposal will be awarded as reflected in the above table. The bidder must score at least 50% in each of the above segment. Even if the bidder has scored 63% threshold but fail to score 50% on one or more of the segments above, the bidder will be considered non-responsive.

Expertise: it is compulsory for service providers to score full points

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 = 20 points	Max. Points 20	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 = 10 Points		
Companies that are less than 50% owned by South African citizen. 25% Points Allocation = 5 Points		
TOTAL / MAXIMUM POINTS	20	

180 days Price Validity

All Technical enquiries shall be directed to:
Attention : Mr S. Mbalekwa
Telephone : (039) 259 5044
Email Address : mbalekwas@umzimkhulum.gov.za

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 in a sealed envelope clearly indicating the tender number and tender 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, 01st of November 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.

DR C.A NGQOYIYA
MUNICIPAL MANAGER

106986/1



COMMITTEE COORDINATOR x 2 (RE-ADVERTISEMENT)
Ref.: CC: COMMITTEES 10/2024

THOSE WHO HAVE PREVIOUSLY APPLIED ARE ENCOURAGED TO REAPPLY
Basic Remuneration: R 1 041 232

Requirements: - Qualifications: Three-year degree in Public Administration or Social Science or an equivalent relevant qualification (BTech or Advance Diploma in Public Administration). Experience: Three to five (3 – 5) years' experience in the public sector.

Knowledge and Skills requirements:

- Knowledge of Standing Rules • Constitution of RSA • Sector oversight model • PFMA • FMPPLA • IDP • NDP • DSDG • Programmes and project management • Financial management • Analytical thinking skills • Presentation skills • Monitoring, evaluation and reporting skills • Computer Literacy • Good interpersonal skills • Good verbal and written communication skills.

Main Responsibilities:


- Committee Meeting Coordination (Per SOM Mechanisms) • Coordinate the determination of policy and agreement on performance plans • The Appropriation Bill/Departmental Vote administrative support • Annual Report Mechanism Administrative support • Focused Intervention Study (oversight visit work) planning and international Study Tours • Facilitate the process for Bills • Administrative Reporting • Stakeholder Management.

Enquiries: Mr. Z Nzuzo
Tel No.: 033-355 7707

CLOSING DATE: 25 OCTOBER 2024

- The KwaZulu-Natal Legislature is an equal opportunity affirmative action employer. The employment decision shall be informed by the Employment Equity Plan of the Institution. It is the Institution's intention to promote equity (race, gender, and disability) through the filling of this post with candidate's appointment who will promote representatively in line with the numerical targets as contained in our Employment Equity Plan.
- Directions to applicants: Suitable applicants must submit a motivation stating their suitability for the position they are applying for. Applications must be accompanied by a recently updated comprehensive CV, copies of all relevant certificates including matric, RSA ID document, and a valid driver's license. **NB: Failure to attach the requested documents will result in the application not being considered.**
- Applications must be submitted on or before the closing date, as **no late applications will be accepted.** The onus is on applicants to ensure that their applications are delivered or emailed timeously.
- Applications may be hand delivered addressed to the Secretary of the Legislature, KwaZulu-Natal Legislature, Administration Building, 244 Langalibalele Street, Pietermaritzburg 3201, for the attention of Mr DZ Ngubane - Senior Manager: Human Capital Management or e-mailed to recruitment@kznleg.gov.za. Applicants are also requested not to send the same application more than once.**

106987/1



NQUTHU MUNICIPALITY

UMASIPALA WASE NQUTHU

TENDER NOTICE

Invitation to tenders for:

Tender Name	Tender Number	Last date of sale	Tender Closure
SUPPLY AND DELIVER TRAFFIC OFFICER'S UNIFORM.	NQULM07/2024-2025 at R165.00 at cashier's office. Also obtainable from e-Tender portal.	Last day of sale of tender document is 17 October 2024 at 15h30.	Thursday, 24 October 2024 at 12h00.
SUPPLY AND DELIVER TECHNICAL DEPARTMENT UNIFORM.	NQULM08/2024-2025 at R165.00 at cashier's office. Also obtainable from e-Tender portal.	Last day of sale of tender document is 17 October 2024 at 15h30.	Thursday, 24 October 2024 at 12h00.
PROVISION OF SECURITY PANEL FOR NQUTHU MUNICIPALITY FOR 36 MONTHS.	NQULM11/2024-2025 at R1321.00 at cashier's office. Also obtainable from e-Tender portal.	Last day of sale of tender document is 25 October 2024 at 14h30.	Monday, 11 November 2024 at 12h00.

Tender documents may be collected during office hours (08h00 to 15h30 Monday - Thursday, Friday at 08h00 - 14h30 at Nquthu Municipal Offices, 83/11 Mdlalose Street, Nquthu, Cashiers Office from **Thursday, 10 October 2024.**

Each document will be issued upon payment of non-refundable amount, please refer to the table above. The Municipality does not accept cheques.

The Municipality will evaluate the above-mentioned projects as follows: • Tender document will be evaluated using price and specific goals except for panel of security services that will be evaluated based on returnable documents and functionality • Nquthu Municipality has adopted policy in terms of selection criteria that will be followed, and that policy will be adhered to in evaluating the above projects.

TERMS AND CONDITIONS: • The lowest acceptable price will score 80 points: price, and 20 points for specific goals • All price quotations that have a rand value of R1.00 to R50 000 000.00 including VAT, will be evaluated by applying the 80/20 Principle as Prescribed by the Preferential Procurement Policy Framework Act of 2022.

Specific Goals

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system)	Verification Documents
Specific goal 1: Ownership (Max Points =10)		
Business owned more than 50% by black person	10	ID copy of Directors and CSD
Business owned less than 50% by black person	5	ID copy of Directors and CSD
Specific goal 2: RDP (Max Points =10)		
Promotion of enterprises located within: Nquthu Municipal area.	10	CSD and proof of Municipal accounts/affidavit
Umzinyathi District Municipality	6	CSD and proof of Municipal accounts/affidavit/ proof of residence signed by Ward Councillor
Province of KwaZulu-Natal	4	CSD and proof of Municipal accounts/affidavit/ proof of residence signed by Ward Councillor

Queries relating to the issue of the above-mentioned document may be addressed to:

Contact Person	Tel. No.	E-mail
Mr B. Mkhize: NQULM07/2024-2025	(034) 271 6100	bongumusam@nquthu.gov.za
Miss N. Cele: NQULM08/2024-2025	(034) 271 6100	nomceboc@nquthu.gov.za
Mr S.E. Mvelase: NQULM11/2024-2025	(034) 271 6100/064 023 3088	sphamandlam@nquthu.gov.za

Tenders may only be submitted on the tender document that was issued. Requirements for sealing, addressing, delivery, openings and assessment are stated in the tender data. Nquthu Municipality requests all service providers to register in their database and CSD.

The Municipality is not obliged to accept the lowest or any bidder. Bidder will be adjudicated in terms of the Council's Supply Chain Management Policy.

CLOSING DATE AND SUBMISSION OF TENDERS: As per above table (see "tender closure"), at the offices of Nquthu Municipality at 12:00. No late tenders will be accepted. Tenders should be **clearly marked on their envelopes with the name of tender and tender number.**

MR M.B. JIYANE: MUNICIPAL MANAGER