



**UMZIMVUBU**  
LOCAL MUNICIPALITY

## INVITATION TO BID

**LEASE, INSTALLATION, MONITORING, AUTOMATION AND MAINTENANCE OF MULTIFUNCTIONAL PRINTING/ PHOTOCOPYING MACHINES FOR THE OFFICES OF UMZIMVUBU LOCAL MUNICIPALITY” for a period of 2 Years.**

**REF: UMZ/CS/SG/2021-2023/002**

**ADVERT DATE: 20 August 2021**

Umzimvubu Local Municipality hereby invite the Service Providers or Authorised Suppliers for procurement the above mentioned project.

**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. Certified BBEE or sworn affidavits, exempt certificate and a combined BBEE for a joint venture (non-elimination item). JV Agreement for Joint venture. 80/20 evaluation criteria. Prices quoted must be firm and must be inclusive of VAT. Certified ID Copies of Managing Directors/ Owners. Compulsory submission MBD forms 4, 6.1, 6.2, 8 and 9 and Billing Clearance certificate or Statement of Municipal Accounts. Tender documents will be sold at a non-refundable fee of **R431.00** at Revenue office Mount Frere and Mount Ayliff offices. 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 the appointment. All tenders must be deposited in the tender box situated at Umzimvubu Local Municipality Reception Offices at 813 Main Street, Mt Frere not later than 12h00 noon on **10<sup>th</sup> September 2021**, 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 and will be required to achieve a minimum of 60 points in order to be evaluated further.

Criteria	Maximum Points to be scored
Relevant Experience, Capacity, Expertise	60
Methodology	40
Total	100

All technical enquiries may be directed to 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**