UMZIMVUBU
LOCAL MUNICIPALITY

NOTICE
ADVERT DATE: 09 NOVEMBER 2026

Project Name	Contract Number	Closing Date
Provision of Travel Management Agency Services For a Period of 2 Years	UMZ/2026-27/BTO/ SCM/003	10 December 2026
Provision of Municipal Fleet Tracking System for The Period of Two Years	UMZ/2026-27/BTO/ SCM/001	10 December 2026

MANDATORY DOCUMENTS TO BE SUBMITTED FAILURE TO DO SO WILL LEAD TO BIDS BEING DEEMED TO BE NON- RESPONSIVE.

Umzimvubu Local Municipality Supply Chain Management policy will apply Certificate or confirmation from SARS with a verification pin, copy of company Registration/Founding Statement/CIPC Document. The bid will be evaluated on 80/20 evaluation criteria where 20 points will be allocated to specific goal **4 points for companies with 50% and above owned by youth, 4 points for 50% and above Female ownership 4 points for 100% Black ownership, 4 points for people living with disability and 4 points for Umzimvubu Local Municipality based Suppliers**. Prices quoted must be firm and must be inclusive of VAT for vat vendors. Originally Certified ID Copies of Managing Directors/ Owners. Fully completed MBD forms 1, 4,6.1, 8, and 9 and Billing Clearance certificate or Statement of Municipal Accounts or affidavit or lease agreement or residential confirmation accompanied by a declaration that a company and all active directors do not owe municipal services for more than 30 days are compulsory submission. Bidders must be registered on CSD and provide confirmation of registration. No couriered, faxed, e-mailed, and late tenders will be accepted. Certification of documents must be within a period of 90 days. Umzimvubu Local Municipality reserves the right not to appoint and value for money will be the key determinant. All tenders must be deposited in the tender box situated at Umzimvubu Local Municipality Offices at Dabula Street Sophia, KwaBhaca/Mt Frere, Eastern Cape, 5090 Coordinates (30,90417° S, 28,98138° E) to be closed not later than **12h00 noon** as per dates above, where they will be opened in public. The municipality will not make any award to a person or persons working for the state. All tenders must be clearly marked **"Name of the project"**

Tender Documents will be available on E-Tender Portal for free to be downloaded and those that need hard copies will be available at municipal offices at a fee of R455.00 to cover printing costs.

FUNCTIONALITY
A minimum of 70 Points to be scored in order to be evaluated further.

Provision of Travel Management Agency Services For a Period of 2 Years

CRITERIA	POINTS
Experience	40
Key Staff Competence	30
Financial Capability	10
Methodology and accreditation	20
Total	**100**

Provision of Municipal Fleet Tracking System for The Period of Two Years

ITEMS	POINTS
Expertise (Company registration)	40
Experience	50
Proposed Methodology	10
Total	**100**

Enquiries: All technical enquiries may be directed to Mr. L. Hendrick and SCM enquiries to SCM Mr. X Blaweni 0392558554 email Hendrick.Lazola@umzimvubu.gov.za and Blaweni.Xolisa@umzimvubu.gov.za

Other enquiries regarding this bid may be directed to the office of the Municipal Manager: Mr. GPT Nota.

GPT NOTA - MUNICIPAL MANAGER

12376

UPHUHLISO KUMNTU WONKE