

**MAPHUMULO LOCAL MUNICIPALITY**

Private bag x 9205  
Maphumulo  
4470

**MUNICIPALITY PROFILE**

Tel: 032 481 4500

Fax: 032 481 2053

Website: [www.maphumuloonline.gov.za](http://www.maphumuloonline.gov.za)

**10 OCTOBER 2018**

**REQUEST FOR QUOTATIONS: CATERING MAYORAL IMBIZO  
BID NO: KZN294/O128-3CATCOMM/2018/19**

The Maphumulo Local Municipality invites quotations from suitable and experienced service providers to provide catering service for 1000 community members per each cluster attending Mayoral Izimbizo to be held in the following venues and dates: The full design specification will be made available in the tender document.

VENUES	DATES
VUKILE SPORTFIELD	24 OCTOBER 2018
QABAVU COMMUNITY HALL	07 NOVEMBER 2018
KWAZINI SPORTFIELD	16 NOVEMBER 2018

Bidders must submit their proposals on the official Municipal bidding documents, which will be available at the Municipal offices, located at **MR 711, LOT 152, Maphumulo** on **Monday 15 October 2018 ONLY**. A non-refundable document fee of **R100.00** is payable upon collection and payment must be deposited on **ABSA Bank**, account number: **4056102866**.

Completed tender documents must be in a sealed envelope clearly marked "**CATERING FOR MAYORAL IZIMBIZO**" and placed in tender box located at: **Maphumulo Municipal Offices, MR 711, LOT 152, Maphumulo** by no later than **12h00 on Thursday 18 October 2018**. Documents will be opened in public. **Late Telegraphic, faxed, Emailed or posted tenders will not be accepted**. Bidders must attach the following **mandatory returnable documents** in order to be considered for this bid:

- **Original and valid** tax clearance or Printed copy tax clearance certificate accompanied by a pin for further verification.
- **Certified ID(s) copies** of company director(s) not older than three months
- **Certified** Proof of company registration not older than three months
- **Proof of payment** for tender document
- Company municipal rates, electricity or water account **not older than 3 Months**, proof of Residential lease or rental or sworn affidavit if the business operates at a place of residence.
- Completed and signed Municipal Bidding Document attached in the tender document.
- Listed on the Municipal Supplier database and or Central Supplier database.

Evaluation will be done on the following two-stage process in terms of National Treasury Circular No: 53

**Stage 1:**

Evaluation of functionality in terms of MFMA Circular 53. Only the service providers who achieve a minimum of 60% or 54 points of the total points will qualify for stage two of the Evaluation process.

The points for stage one will be allocated as follows:

<b>FUNCTIONALITY</b>	<b>POINTS</b>
Relevant Experience	30
Lead Time to provide the required goods	10
Local Economic Development	20
Availability of Resources to complete the project	30
<b>Total</b>	<b>90</b>

**Stage 2:**

The 80/20 preferential point system will be applied, where 80 points will be allocated for price and 20 points for B-BBEE Status. Bidders are encouraged to submit an original or certified copy of B-BBEE certificate issued by SANAS Accredited Verification Agency. In case of EMEs bidder may submit an original SWORN Affidavit signed by a commissioner of oaths to claim Preference Points.

All Technical enquiries relating to this tender must be directed to **Mr. ME Ngcobo Tel. Number: 032 481 4500 or emailed to: mfanafuthi@maphumulo.gov.za** and **SCM related enquiries must be directed to Mr. Velani Dube on 032 481 4522** during office hours (7:30 - 16:00) weekdays. The Maphumulo Municipality does not bind itself to accept the lowest or any tender and this tender will be valid for the period of 90 days after closing.



---

**Mr. PN MHLONGO**  
**MUNICIPAL MANAGER**