



# MAPHUMULO LOCAL MUNICIPALITY

## INVITATION TO TENDER IT BACKUP SERVER (SUPPORT AND MAINTENANCE) BID NO: KZN294/ITS/2019

The Maphumulo Local Municipality invites quotations from qualified and experienced service providers for the IT backup server (support and maintenance) for Maphumulo Municipality. This is a **three (3) years** contract renewable yearly based on performance.

Bidders must submit their quotations on the official Municipal bidding documents, which will be available at the **Municipal offices, located at MR 711, LOT 152, Maphumulo on Friday, 29 March 2019 ONLY**. A non-refundable document fee of **R200.00** 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 **"IT BACKUP SERVER (SUPPORT AND MAINTENANCE)"** and placed in tender box located at: **Maphumulo Municipal Offices, MR 711, LOT 152, Maphumulo by no later than 12h00 on Monday, 29 April 2019**. Documents will be opened in public. Late telegraphic, faxed, e-mailed or posted tenders **WILL NOT** be accepted.

**Bidders must attach the following mandatory returnable documents in order to be considered for this bid:**

- Printed Copy of Tax Clearance Certificate accompanied by a pin for further verification
- Certified ID(s) copies of company director(s) (Not older than 3 months)
- Certified Copy of company registration (Not older than 3 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 accompanied by proof of resident if the business operates at a place of residence
- Completed and signed Municipal Bidding Document attached in the tender document
- Registered on Central Supplier database (CSD).

**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% points of the total points will qualify for stage two of the Evaluation process.

**The points for stage one will be allocated as follows:**

FUNCTIONALITY	POINTS
Relevant Experience in the industry	20
Qualifications and Experience of key personnel	10
Methodology	20
<b>Total</b>	<b>(50)</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:** Ms. X, Zulu, on tel. (032) 481 4500 or e-mailed: xolisa.zulu@maphumulo.gov.za **and SCM related enquiries must be directed to:** Mr Velani Dube, on tel. (032) 481 4522 during office hours (07h30 - 16h00) 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 P.N. MHLONGO: MUNICIPAL MANAGER**