

**MAPHUMULO LOCAL MUNICIPALITY**

Private bag x 9205  
Maphumulo  
4470

**MUNICIPALITY PROFILE**

Tel: 032 481 4500  
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Website: [www.maphumuloonline.gov.za](http://www.maphumuloonline.gov.za)

**16 APRIL 2019**

**REQUEST FOR QUOTATION: CATERING MAYORAL IMBIZO  
BID NO: KZ294/O1238-10(2) LED/2018/19**

Bids are hereby invited from suitable qualified and Experience Service Providers to provide catering for 800 people attending Mayoral Izimbizo to be held in the following venue and date:

VENUES	DATES
Hlimbithwa Primary school Grounds	14 MAY 2019

The detailed specification will be provided in the tender document. Tender documents will be available on **Tuesday 23 April 2019 ONLY** at Supply Chain Office at Maphumulo **Municipal offices MR P711, LOT 152, Maphumulo** upon cash payment of a non-refundable amount of R100.00 per tender document deposited in ABSA Bank ACC No: **4056102866**.

Completed tender documents must be in a sealed envelope clearly marked with the tender name " **CATERING FOR MAYORAL IMBIZO IN HLIMBITHWA PRIMARY SCHOOL GROUNDS** " is to be posted in the tender box at: **Maphumulo Municipal Offices, MR P711, LOT 152, Maphumulo** by no later than **12h00 on Monday 29 April 2019**, Where documents will be opened in public. **Late, Telegraphic, faxed or posted tenders will not be accepted.** Bidders must submit the following mandatory documents in order to be considered for this bid:

- 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 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.
- Listed on the Municipal Supplier database and or Central Supplier database.

Maphumulo Municipality subscribes to Municipal Supply Chain Management REGULATIONS AND Preferential Procurement Policy Framework Act 2000,(Act No 5 of 2000) " Preferential Procurement Regulation 2011 which gives preference to bids from emerging contractors.Evaluation will be done on the following two stage process in terms of National Treasury Circular No:53

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**Stage 1:** Assessment of Functionality. Only service providers who achieve a minimum of 60% of the total available 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>
Availability of resources to complete the project	30
Relevant Experience	30
Local Economic Development	20
<b>Total</b>	<b>(80)</b>

**Stage2:**

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 must submit an original or certified copy of B-BBEE certificate issued by an SANAS accredited verification agency. In case of EME bidder may submit an original SWORN affidavit signed by a commissioner of oaths. 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.

All Technical enquiries relating to this tender must be directed to **Mr. ME Ngcobo on 032 481 4500** or email: [mfanafuthi.ngcobo@maphumulo.gov.za](mailto:mfanafuthi.ngcobo@maphumulo.gov.za) **Mr. Velani Dube on 032 481 4500** or email: [velani@maphumulo.gov.za](mailto:velani@maphumulo.gov.za) 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.



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