

**MAPHUMULO LOCAL MUNICIPALITY**

Private bag x 9205  
Maphumulo  
4470

**MUNICIPALITY PROFILE**

Tel: 032 481 4500  
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**04 February 2020**

**INVITATION TO QUOTE:  
PURCHASING OF OFFICE FURNITURE FOR COMMUNITY SERVICES  
BID NO: KZN294/C0004/2019/20**

The Maphumulo Local Municipality invites quotations from qualified and experienced service providers to supply and delivery of office furniture for Community Services. The full specification will be available on tender document.

Bidders must submit their quote on the official Municipal bidding documents, which will be available at the Municipal offices, located at **MR 711, LOT 152, Maphumulo** on **Friday 07 February 2020 ONLY before 16:00**. A non-refundable document fee of R200.00 must be deposited at **ABSA Bank**, account number: **4056102866** and produce a slip on collection of tender document.

Completed tender documents must be in a sealed envelope clearly marked "**PURCHASING OF OFFICE FURNITURE FOR COMMUNITY SERVICES**" and placed in tender box located at: **Maphumulo Municipal Offices, MR 711, LOT 152, Maphumulo** by no later than **12h00** on **Wednesday 12 February 2020**. 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:

- Printed Copy of tax clearance **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 three-stage process in terms of National Treasury Circular No: 53

**Stage 1:**

Evaluation will be done in terms of National Treasury MFMA Circular 69. The minimum threshold of **85% for Local Production and Content is a requirement for the above tender**. A bidder will be disqualified if the enterprise fails to achieve the above-mentioned minimum threshold for local production and content and if the declaration certificate for local content MBD 6.2 annexure C, D and E is not submitted together with the tender documentation. **Only local produced or manufactured furniture with the above threshold for local production and content will be considered**. The Exchange rate to be used for the calculation of production and content will be the exchange rate published on South African Reserve Bank at **12H00 on the date of this tender advertisement**.

**Stage 2:**

Evaluation of functionality in terms of MFMA Circular 53. Only the service providers who achieve a minimum of 60% or 48 points of the total points will qualify for stage two of the Evaluation process. The points for stage two will be allocated as follows:

<b>FUNCTIONALITY</b>	<b>POINTS</b>
Proven Track Record	30
Lead Time	20
Financial Viability	10
Local Economic Development	20
<b>Total</b>	<b>80</b>

**Stage 3:**

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. CS Mhlongo Tel. Number: 032 481 4500 or emailed [chris.mhlongo@maphumulo.gov.za](mailto:chris.mhlongo@maphumulo.gov.za) and SCM related enquiries must be directed to Mr. Velani Dube on 032 481 4500** 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**