

ADVERTISEMENT

T2023-04 APPOINTMENT OF A SERVICE PROVIDER FOR THE PROVISION OF SHORT-TERM INSURANCE FOR UMZINYATHI DISTRICT MUNICIPALITY FOR THE PERIOD OF (36) MONTHS

The uMzinyathi District Municipality hereby invites suitable, qualified and professional service providers for the above mentioned tenders.

Tender documents will be available as from **14 July 2022, Thursday** on the e-tender portal **www.etenders.gov.za**. All tenderers must be registered with Centralized Supplier Database (CSD) and must be Tax Compliant. A compulsory briefing session and site visit will be held on **Thursday, 21 July 2022 at 10H00**, at **uMzinyathi District Municipality Offices**. Failure to attend the compulsory briefing meeting will result in the tenderer's bid being rejected or disqualified.

Tenders will be evaluated on the Functionality Criteria as specified in the tender documents and thereafter bidders who score a minimum required number of points will be further evaluated using the 80/20 Preferential Point System as prescribed in the Council Supply Chain Management Policy. Only bidders who score **60 minimum points** on functionality criteria will qualify for the second stage of evaluation.

The following **Functionality Evaluation Criteria** will be applicable:

Evaluation Criteria	Maximum Allocated Points
Relevant Experience: Provision of Short-term Insurance.	30
Experience of Project Team	30
Location of the Bidder	20
Methodology	10
Financial standing	10
Total	100

The completed tender documents complying with all conditions of the tender must be enclosed in a sealed envelope and clearly marked with **"BID NUMBER AND DISCRIPTION"** must be deposited in the official tender box located at the reception area, Princess Magogo Building, 39 Victoria Street, Dundee 3000, no later than closing date **15 August 2022, Monday, at 12H00** which will be followed by an opening. Late bids or bids received by way of post, facsimile or e-mail will, under no circumstances be considered.

Tender documents sent via Courier services must be deposited in the tender box and not be handed to an employee of uMzinyathi District Municipality.

Umzinyathi District Municipality is not obliged to appoint the lowest bid and further reserves the right not to proceed herein and further reserves the right not to accept any bid or part thereof. Tenders submitted are to be valid for a period of 120 days from the closing date for submissions of tenders.

Enquires can be directed to the **Mrs TC Biyela** on **Tel: 034 219 1500**, email address: thandeka@umzinyathi.gov.za during office hours. Supply Chain Management related enquiries can be directed to **Mrs. Khanyi Gcaleka** **Tel: 034 219 1500**, email address: choncok@umzinyathi.gov.za.

MR. LH MTHEMBU
MUNICIPAL MANAGER



UMZINYATHI DISTRICT
MUNICIPALITY



PRINCESS MAGOGO BUILDING, 39 Victoria Street, Dundee 3000, P. O. Box 1965, Tel: 034 219 1500, Fax: 034 218 1940
e-mail: rc3@umzinyathi.gov.za