

169 Main Street
Private Bag 53
Umzimkhulu
3297



Email: info@umzimkhululm.gov.za
Tel: (039) 259 5000/5300
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OFFICE OF THE MUNICIPAL MANAGER

PROVINCE OF KWAZULU-NATAL
KZN 435

Date issued 21/08/2025.
KZN435/25/26/005/PNLG

INVITATION TO TENDER UMZIMKHULU LOCAL MUNICIPALITY

uMzimkhulu Municipality hereby invites reputable and experienced Service providers to respond on the projects below:

PROJECT NAME	PROPOSAL NUMBER	BRIEFING DATE
DEVELOPMENT OF UMZIMKHULU RENEWABLE ENERGY FEASIBILITY STUDY AND BUSINESS PLAN	ULM-PNLG 002/26	28/08/2025@ 11:00 am

Tender documents will be available on the municipal website (www.umzimkhululm.gov.za) and will also be available from the cashier at 169 Main Street, uMzimkhulu, 3297 upon the non-refundable payment of R 150 per document or a bank guaranteed cheque made out to uMzimkhulu Municipality during working hours between 09:30am and 16:00pm from the 26th of August 2025; cut-off time for buying documents is the 28th of August 2025, 15 minutes before the briefing time.

Compulsory briefing meeting is scheduled to take place at uMzimkhulu Municipality Makhosini Building Boardroom, 247 Mzimkhulu Mlonyana Street, uMzimkhulu 3297.

Invalid or non-submission of the following documents will render the Tenderer disqualified; Specific Goals points will not be allocated if the required documents are not submitted / invalid.

- Registered on Central Suppliers Database (CSD) attach proof of Registration.
- MBD 4, 8, 6.1 & 9
- Municipal rates and services certificate / billing for the directors, owners, shareholders of the company **and for** the company to confirm that Municipal rates are not in arrears for more than 90 days or.
- Attach valid lease agreement if the company is leasing the office space.
- Attach a valid lease agreement if the director is leasing accommodation.

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- Attach affidavit if the account is under your parents, siblings, grandparents, and you are not paying any Municipal rates.
- Copy of a marriage certificate if Municipal account in under your spouse.
- Certificate of Authority” to sign all documents in connection with this Tender and any contract or agreement which may arise therefrom, duly signed and dated, shall be provided by the Board of Directors of the firm and shall be attached and must be on a Company letter head example is provided on the document. Tender document must be signed by the authorized person.

80/20 Preference Point System will be used on the following project and uMzimkhulu Local Municipal SCM policy. Functionality will be considered.

Second Phase of Evaluation

Evaluation criteria for functionality

Evaluation Minimum threshold 50% or 50 Points

Criteria	Points	Verification Method
Relevant Experience: 4 Projects in the development of strategic documents and business plans related to energy or renewable energy. Points allocation: 4 Projects = 20 Points 2-3 Projects = 10 Points -	20	Attach appointment and traceable reference letters with contact numbers for verification purposes
Expertise: Project Leader: Project Management, Engineering, or other relevant discipline The Project Leader must hold a <i>Tertiary Qualification in Town and Regional Planning</i> which is recognized for registration in the category of Professional Planner by the South African Council for Planners (SACPLAN) in terms of the Planning Profession Act, 2002 <i>and must be registered</i> with SACPLAN as a Professional Planner and have years of experience in strategy development	50	Attach CV's detailing work experience or projects and certified copies of qualifications and SACPLAN Registration Certificate

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Masters/PHD with 5 or more years of experience in strategy development = 10 Points Degree/B. Tech with 3-4 years of experience in strategy development = 8 Points Degree/B. Tech with 2 years of experience in strategy development = 5 Points Other Team Members Technical Planner: National Diploma/B. Tech in Town and Regional Planning with 3 years of experience in the field of Town Planning = 10 Points. National Diploma/B. Tech in Town and Regional Planning with 2 years of experience in the field of Town Planning = 5 Points. Electrical Engineer / Technologist National Diploma or Degree / B Tech in Electrical Engineering with 5 year's experience in Electrical Engineering =10 Points. National Diploma or Degree / B Tech in Electrical Engineering with 3 to 4 year's experience in Electrical Engineering =5 Points.		NB: All three personnel are compulsory required
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Environmental Planner / Management National Diploma or Degree in Environmental Management with 5 years' experience in EIA =10 Points. National Diploma or Degree in Environmental Management with 3 to 4 years' experience in EIA =5 Points. Economist: National Diploma or Degree in Economics with 3 years of experience in the field of Economic Development = 10 Points. National Diploma or Degree in Economics with 2 years of experience in the field of Economic Development = 5 Points.		
Methodology: Is the methodology innovative, detailed and addresses all elements of the project and the technical approach stating how each will be executed. The methodology should demonstrate the following: • Phase One - Inception Report • Phase Two - Situational Analysis Report. • Phase Three - Draft Umzimkhulu Renewable Energy Feasibility study and Business Plan. • Phase Four - Final Umzimkhulu Renewable Energy Feasibility study and Business Plan. • Phase Five: Close-Out Report	30	Attach Proposal

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All aspects covered = 30 points		
All aspects covered with limited information = 15 Points		
TOTAL POINTS	100	

The points associated with the comprehensive proposal will be awarded as reflected in the above table. The bidder must score at least 50% in each of the above segment. Even if the bidder has scored 50% threshold but fail to score 50% on one or more of the segments above, the bidder will be considered non-responsive.

NB: All Team Members Mentioned on the Expertise are required and Compulsory.

The 80/20 scoring will apply.

80 Price
20 Specific goals

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Specific goals

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system)	Verification document(s)
Specific goals 2: RDP Goals		
Promotion of SA Owned enterprises		
Companies that are 100% owned by south African citizen. 100% Points allocation =20 points	Max Points 20	CIPC registration Certificate (Companies and Intellectual Property Commission) Or Detailed CSD report verification on CSD portal by the Municipality Or Certified Copy RSA Identity document of the director(s) (verification on CSD portal by the Municipality)
Companies that are 50% owned by South African citizen. 50% Points Allocation = 10 Points		
Companies that are less than 50% owned by South African citizen. 25% Points Allocation = 5 Points		
TOTAL / MAXIMUM POINTS	20	

180 days Price Validity

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Contact Details

All Technical enquiries shall be directed to:

Attention : Mr. M. Gebashe
Telephone : (039) 259 5039
Email Address : gebashem@umzimkhululm.gov.za

SCM Compliance enquiries shall be directed to:

Attention : Mr. S. Ndawonde
Telephone : (039) 259 5089
Email Address : ndawondes@umzimkhululm.gov.za

Closing date

Bid documents in a sealed envelopes clearly indicating the **Bid number and Bid Name**, must be deposited in the tender box of uMzimkhulu Local Municipality, located at 169 Main Street, uMzimkhulu, 3297 reception area, not later than **12h: 00, 12th of September 2025** Telegraphic, telex, telephone, electronic, facsimile, and late tenders will not be accepted.

Tenders may only be submitted on the tender documentation provided by the municipality.

The uMzimkhulu Municipality Council does not bind itself to accept the lowest bidder. uMzimkhulu Municipality Supply Chain Management policy will apply.

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DR. C. A. NGQOYIYA
MUNICIPAL MANAGER