



JOZINI MUNICIPALITY (KZ 272)

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Circle Street, Bottom Town, Jozini
Fax: (035) 5721266

TERMS OF REFERENCE

TENDER NO: JMC001/10/18

ENGINEERING CONSULTANTS FOR THE IMPLEMENTATION OF MIG PROJECTS FOR THE
PERIOD OF 2018-2019, 2019-2020 AND 2020/2021

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1.1 FORM OF OFFER/ PERCENTAGE OFFER

	DESCRIPTION	PERCENTAGE
A	Percentage for the project	%
B	Disbursements	%
C	Total percentage to be charged per project	%

NB: Municipality will consider total percentage including disbursements, which is outlined above on table (A and B), Only the final percentage will be considered which is (C) Municipality will consider total percentage to be charged per project, which is number "C" failing to fill Number of the above table "C" will consider your proposal as non-responsive

1.2 SCOPE OF WORK

Scope of Work Professional Engineers for the Implementation of MIG projects

- Preparation of MIG business plan and assist the municipality with the MIG registration process
- Provision of preliminary and detail design of the MIG projects
- Work shopping the design and its subsequent approval by the municipality
- Preparation of tender specifications, tender documents, reporting on tender received, assisting the municipality with the tender evaluations and provide a detailed report, provision of technical advice and construction management of the project
- Liaising with the municipal infrastructure grant provincial office

1.3 PROPOSAL REQUIREMENTS

Tender requirements

- Valid tax clearance certificate and Pin
- Proof of payment of municipal rates/services
- Original or certified copy of BBBEE to claim preferential points
- Proof of registration with relevant bodies
- Percentage % offer including disbursements
- Completed MBD forms (obtainable from Jozini website)

1.4 DETAILED PROPOSAL

1.5 EVALUATION CRITERIA

Proposals will be adjudicated on two stages of which the first stage will be for Functionality as follows:

EVALUATION CRITERIA		Maximum points
Experience of bidder in the project management and civil engineering sector		15
No of projects completed	Obtainable Scores	
1	3	
2	6	
3	9	
4	12	
5 or more projects completes	15	
Number of Municipal Infrastructure Grant projects successfully implemented by the bidder in the last five years		15
No of projects MIG Projects successfully Implemented	Obtainable Scores	
1	3	
2	6	
3	9	
4	12	
5 or more projects completes	15	
List of contactable references of bidder's performance on previous projects undertaken		20

No of projects completed	Obtainable Scores	
1	4	
2	8	
3	12	
4	16	
5 or more projects completes	20	
CV's of key personnel to be allocated for the project		20
No of professionals and organogram	Obtainable Scores	
1	4	
2	8	
3	12	
4	16	
5 or more professionals and organogram	20	
Proof of registration with relevant bodies		10
Project plan to ensure successful implementation of the MIG projects		10
Skills transfer plan		10
Total points		100

The minimum point that must be scored by a bidder to be evaluated further is **70 points**. Only bidders that pass the functionality will be evaluated further for Preferential Points calculation based on the proposed percentage.

Evaluation Criteria : 80/20 Preferential points system as presented in the "Preferential Procurement Policy Framework Act, 2000: Preferential Procurement Regulations, 2017" for this purpose MBD2, MBD4, MBD6.1 MBD8 and MBD9 must be completed and submitted with your quotation. Failure in submitting these documents will result in a quotation being disqualified

1.6 MUNICIPAL BIDDING DOCUMENTS (MBD FORMS) (DOWNLOADED FROM:

www.jozini.gov.za/municipalbidding documents)

- MBD2
- MBD4
- MBD6
- MBD8
- MBD9



JOZINI MUNICIPALITY CALL FOR PROPOSALS

TENDER NO: JMC001/10/18

ENGINEERING CONSULTANTS FOR THE IMPLEMENTATION OF MIG PROJECTS FOR THE PERIOD OF 2018-2019, 2019-2020 AND 2020/2021

Bids are hereby invited in terms of Section 110 of the Local Government: Municipal Finance Management Act, 56 of 2003 read with the Jozini Supply Chain Management Policy to submit proposals for the implementation of the MIG project for the period of the 2018/2019, 2019/2020 and 2020/2021 financial years. Compulsory Municipal Bid Documents (MBD forms) that need to form part of your proposal can be requested from the Municipal SCM Unit. Consultants are required to indicate the percentage fee that will be charged to render project management in terms of the Engineering Council of South Africa (ECSA) rates.

The scope of work will include, but not be limited to, completion of project including site assessment, preliminary design, survey, detailed design, tender document preparation, supervision, project management, close-out report and handover of project.

Sealed proposals, clearly endorsed "**TENDER NO: JMC001/10/18, "ENGINEERING CONSULTANTS FOR THE IMPLEMENTATION OF MIG PROJECTS"**" must be placed in the Municipality's tender box located in the Circle Street, Bottom Town, Jozini, before **12h00** on the **26th October 2018**.

NB: Proposals must be accompanied by MBD forms obtainable from Jozini Municipality website or can be emailed on request.

Tender requirements

- Valid tax clearance certificate and Pin
- Proof of payment of municipal rates/services
- Original or certified copy of BBBEE to claim preferential points
- Proof of registration with relevant bodies
- Percentage % offer including disbursements
- Completed MBD forms (obtainable from Jozini website)

Proposals will be adjudicated on two stages of which the first stage will be for Functionality as follows:

Evaluation Criteria	Maximum points
Experience of bidder in the project management and civil engineering sector	15
Number of Municipal Infrastructure Grant projects successfully implemented by the bidder in the last five years	15
List of contactable references of bidder's performance on previous projects undertaken	20
CV's of key personnel to be allocated for the project	20
Proof of registration with relevant bodies	10
Project plan to ensure successful implementation of the MIG project	10
Skills transfer plan	10
Total points	100

The minimum point that must be scored by a bidder to be evaluated further is **70 points**. Only bidders that pass the functionality will be evaluated further for Preferential Points calculation based on the proposed percentage.

Evaluation Criteria : 80/20 Preferential points system as presented in the “Preferential Procurement Policy Framework Act, 2000: Preferential Procurement Regulations, 2017” for this purpose MBD2,MBD4 and MBD6.1 must be completed and submitted with your quotation. Failure in submitting these documents will result in a quotation being disqualified

Technical enquiries can be directed to **Mr. M Nkala** on (035) 572 1292. And SCM enquiries can be directed to **Mr. S. Duma** on (035) 572 1292 during working office hours.

The Jozini Municipality will not accept responsibility for late delivery of tenders by courier services or any other means that are not placed in the tender box on or before the date and time of the closing of the tender. The Jozini Municipality does not bind itself to accept the lowest or any tender, and reserves the right to accept any tender in whole or in part.

MR M.B. MNGUNI
ACTING MUNICIPAL MANAGER