



SUPPLY CHAIN MANAGEMENT UNIT

ADVERTISEMENT

QUOTATION NO: 22/19/20

PROVISION OF ICT MASTER SYSTEMS PLAN/ICT STRATEGY

The Mandeni Local Municipality seeks the assistance of competent and professional service provider to provide the ICT Master Systems Plan / ICT Strategy services as per the following scope of work.

Scope of Work

The Mandeni Local Municipality requires the following services:

1. Update ICT Master Systems Plan.
2. Update ICT Framework to be aligned with Municipal IDP.
3. Develop ICT Strategy to be aligned to SALGA ICT Capability Maturity Model
4. Update ICT Policy to include POPI Act regulations.
5. Conduct workshops to create awareness to appropriate stakeholders and users throughout the Municipality on the requirements listed above

Timeline

This project must be completed within a period of two (2) months.

Quotations will be evaluated and adjudicated according to the following criteria:-

- 80/20 preference points system will apply in terms of the Preferential Procurement Regulations 2017 (B-BBEE Status Level of Contribution – an original or certified copy of the BBEE certificate or original sworn affidavit is required).
- Service provider must be part of SITA 1183 contract (proof must be provided)
- All resources of the project must be in possession of IT qualifications i.e. BTech Degree or National Diploma in Information Technology.
- Project Manager must have PRINCE2 and TOGAF certifications (proof must be provided)
- Provide two (2) reference letters of similar work done.

Executive Committee

Cllr. TP Mdlalose (Mayor) | Cllr. PM Sishi (Deputy Mayor) | Cllr. BL Magwaza (Speaker) | Ex Officio Mr S Khuzwayo (Municipal Manager)
Cllr. NF Ntuli | Cllr. LR Mdlletshe | Cllr. ST Magwaza | Cllr. MS Mdunge | Cllr. M Shelembe




- Supplier must be registered on the National Treasury's Central Supplier Database (CSD). The information recorded on your CSD report will be used to verify the following information: tax compliance status; company registration details ; banking details ; identity numbers of directors and employees in the service of the state
- Council's Supply Chain Management Policy.
- Quotation must be submitted on the official letterhead of your business and be valid for the period of 30 days. If quotations are called for number of items, unit price per item must be stated and total amount. No quotations will be considered from persons in the services of any organ of the state
- Service providers to complete in fully all relevant MBD's that are available on municipal website.
<https://www.mandeni.gov.za/index.php/documents/procurement/send/15-procurement/898-mbd-s-quotation>
- Prices quoted must be firm and inclusive of VAT and be valid for the period of 90 days and unit price per item must be stated as well as total amount.
- A certified copy of the most recent municipal account in which the business is registered. District municipality (water) and Local municipality (rates, electricity and other) or if the bidder is a tenant then a letter or certificate from landlord indicating that the levies are not in arrears or an affidavit stating that the ward in which business is registered is exempted from paying rates , electricity and water. Failure to attach will lead to disqualification.
- All prospective tenderers will be screened in accordance with the National Treasury's Defaulters Database.

Quotations are to be completed in accordance with the Specification and must be sealed in an envelope and marked "**PROVISION OF ICT MASTER SYSTEMS PLAN/ICT STRATEGY :QUOTATION NUMBER 22/19/20**" and must be deposited in the Bid Box situated at the Reception: Civic Centre, 2 Kingfisher Road, Mandeni not later than **12h00, Wednesday, the 13th of November 2019**. **Late and verbal quotations will under no circumstances be considered.**

The Mandeni Municipality does not bind itself to accepting the lowest, or any tender, either wholly or in part or give any reason for such action.

Technical enquiries may be directed to Ms. Ziphokuhle Dlamini and SCM enquiries to Ms. Noma Gumede on 032-456 8200.


MR SG KHUZWAYO
MUNICIPAL MANAGER

Date: 6/11/2019