



SUPPLY CHAIN MANAGEMENT UNIT

ADVERTISEMENT

QUOTATION NO: 69/25/26

APPOINTMENT OF SERVICE PROVIDER FOR THE DEVELOPMENT OF THE CLIMATE CHANGE STRATEGY FOR MANDENI MUNICIPALITY

Mandeni Municipality hereby invites suitably qualified and experienced service providers to submit a Request for Quotation (RFQ) for the appointment of services provider to develop climate change strategy as per the below specifications.

Item	Specification	Quantity
1	Climate change strategy and response plan	Once off

CRITERIA	SCORING
FUNCTIONALITY	100
Experience in terms of number of similar projects performed by the company in Environmental Science, Climate Science, Ecology, or Atmospheric Science. • One to two similar Projects = 10 points • Three to Four similar projects =25 points • Above Four similar Projects and above =40 Attach purchase orders / award letters with Reference letters	40
Expertise • Team Leader/Project Manager with a qualification in Environmental Science, Climate Science, Ecology, or Atmospheric Science. The Team Leader/Project Manager must be registered with either SACNASP – South African Council for Natural Scientific Professions (First Preference) or EAPASA – Environmental Assessment Practitioners Association of South Africa ✓ Master's Degree = 20 ✓ Honours Degree = 15 ✓ Bachelor's Degree = 10	20
Individual experience in the field ✓ Two to five years of experience = 10 ✓ Five (05) to ten (10) years of experience =15 ✓ More than ten (10) years of experience = 20	20
The bidder must score a minimum of 55 point to qualify to be further evaluated.	

Executive Committee

Cllr. TP Mdlalose (Mayor) | Cllr. BL Magwaza (Deputy Mayor) | Cllr. PM Sishi (Speaker) | Ex Officio Mr S Khuzwayo (Municipal Manager)
Cllr. SZ Mdletshe | Cllr. ST Magwaza | Cllr. M. Shelembe | Cllr. BA Mchunu | Cllr. M. Mthembu

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

The following PPPFA Regulations 2022 Specific Goals are applicable for 80/20 evaluation criteria:

Specific Goal	Maximum Allocated Points	Verification document
Enterprise Located within the Mandeni Municipality	5	CIPC registration documents
Enterprise 100% owned by person living with disability	4	Medical certificate
EME or QSE which is at least 100% owned by black people	4	ID Copy of directors and CSD
Enterprise 100% owned by Women	4	ID Copy of directors and CSD
Enterprise 100% owned by Youth	3	ID Copy of directors and CSD

- Supplier must be registered on the National Treasury's Central Supplier Database (CSD) and provide a proof of registration. 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 (1,4,8,9)
- Company registration document with CIPC.
- 55 points of evaluation matrix
- A 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 full lease agreement and a certificate from landlord indicating that the levies are not in arrears or a proof of residence and affidavit stating that the ward in which business is registered is exempted from paying rates, electricity and water. Submit for both bidder and director. Failure to attach will lead to disqualification.
- All prospective tenderers will be screened in accordance with the National Treasury's Defaulters Database.
- Non-compliance with the above-mentioned criteria will lead to disqualification.

Quotations are to be completed in accordance with the Specification and must be sealed in an envelope and marked "**APPOINTMENT OF SERVICE PROVIDER FOR THE DEVELOPMENT OF THE CLIMATE CHANGE STRATEGY FOR MANDENI MUNICIPALITY: 69/25/26**" and must be deposited in the Bid Box situated at the **reception: Civic Centre, 2 Kingfisher Road, Mandeni** not later than **12H00, Friday, the 30th of January 2026**. **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 relating may be directed to Njabulo Mathonsi and SCM enquiries must be directed to Lungisani Nduli (Lungisani.nduli@mandeni.gov.za) on 032-456 8200.


MR. S.G. KHUZWAYO
MUNICIPAL MANAGER

Date: 23/01/2026