EHLANZENI
DISTRICT MUNICIPALITY

TENDER NUMBER EDM/21/2026-27

SUPPLY AND INSTALLATION OF A CIVIL ENGINEERING DESIGN SOFTWARE PACKAGE FOR THE TECHNICAL SERVICE DEPARTMENT FOR A PERIOD OF 36 MONTHS

EHLANZENI DISTRICT MUNICIPALITY INVITES TENDERS FOR THE ABOVE TENDER

1. Only tenderers who have provided the following mandatory information and documents to be used to evaluate the tenderers responsiveness will be considered for further evaluation on functionality and preference specific goals.

   1.1 Only tenderers who are registered on the Central Supplier Database (CSD) will be considered and the copy of the CSD report not older than three months,

   1.2 Form of offer must be firm, VAT and other tax inclusive and valid at least Ninety (90) days from the closing date.

   1.3 No tender shall be considered from a person/s who are in the service of the state.

   1.4 Attach a bank account confirmation letter with bank stamp not older than three months accompanied with an affidavit confirming the business bank account details - if the banking details are not verified on the CSD report.

   1.5 Valid SARS PIN certificate must be attached.

   1.6 Attached original Certified copy of company registration documents issued by Companies and Intellectual Property Commission (CIPC) and tenderer must attach shareholder's certificates where applicable.

   1.7 Attached original Certified copies of Identity documents of all enterprise directors or members.

   1.8 Attach verifiable Municipal Account/s not older than three months for both the tenderer and entity owner/s or director/s. In areas where the municipalities are not issuing municipal accounts, attach valid lease agreements or confirmation of residence or address for both the tenderer and entity owner/s or director/s issued by a relevant authority not older than three months.

   1.9 Fully completed tender document as issued and signed and submitted on the PDF document that has been issued and reproduced documents will be rejected. All certified copies must not be older than three months.

   1.10 Bidders are advised not to commit any fraudulent activities, including forgery of documents. All abuses of the Supply Chain Management (SCM) systems including but not limited to forgery of returnable documents, may be reported to the South African Police Service (SAPS) and restricted from doing business with any public institution or organ of the state for a period not exceeding 10 years in line with the Prevention of Fraud and Corrupt Activities Act 12 of 2004.

2. The tender will be evaluated on 80/20 preference points system approved in terms of the approved Preferential Procurement Policy of Ehlanzeni District Municipality. The preference points system will be applied as follows:

   2.1 The 80 points will be for price.
   2.2 The 20 points will be allocated for the specific goals on a proportional or pro rata basis as mentioned below:

POINTS FOR CONTRACTING AN ENTERPRISE OWNED BY HISTORICALLY DISADVANTAGED PERSONS OR INDIVIDUALS		
HISTORICALLY DISADVANTAGED PERSONS OR INDIVIDUALS	**POINTS ALLOCATION**	**SOURCE DOCUMENTS REQUIRED TO CLAIM POINTS**
100% black person or people owned enterprise	**5**	

POINTS FOR CONTRACTING AN ENTERPRISE OWNED BY HISTORICALLY DISADVANTAGED PERSONS OR INDIVIDUALS		
HISTORICALLY DISADVANTAGED PERSONS OR INDIVIDUALS	**POINTS ALLOCATION**	**SOURCE DOCUMENTS REQUIRED TO CLAIM POINTS**
More than 30% woman or women shareholding or owned enterprise	**2**	A copy of a Full CSD report not older than 3 months
more than 30% youth shareholding or owned enterprise	**2**	
More than 30% people living with disability shareholding or owned enterprise	**2**	A copy of a Medical Certificate to confirm disability or stated on the CSD report
More than 30% military veteran's shareholding or owned enterprise	**2**	A copy of a Full CSD report not older than 3 months
Enterprises regarded as ***EMEs located within** the Ehlanzeni District Municipality area of jurisdiction	**2**	A copy of a Full CSD report not older than 3 months **NB:** *Points will only be awarded if the CSD physical address is the same as the address for the proof of business address required.*
B-BBEE level 1 contribution	**5**	• Certified Valid SANAS BBBEE certificate; or • Certified Valid EME and SME a sworn affidavit; or • Certified Valid CIPC issued certificate confirming annual turnover and level of Black Ownership.
TOTAL PREFERENCE POINTS TO BE CLAIMED	**20**	

****EME's are Exempted Micro Enterprise with an annual Turnover of R10 million or less.***

Received tenders will be evaluated for responsiveness based on mandatory requirements and on functionality to obtain a minimum of 70 points out of a possible **100 points** to qualify for further evaluation in line with 80/20 Preference Points System.

Tender Documents can be viewed and downloaded at no cost on Document Sharing and Collaboration Platform or Portal (NEPTUNE): http://edmservices.ehlanzeni.gov.za and National Treasury Portal from **Monday, 30 November 2026**.

Further information regarding the download and uploading of the tender can be directed to the administration contact person. A compulsory briefing session will **NOT** be required.

Where tenders should be submitted - Completed tender and other returnable documents must be submitted only in PDF format on the Document Sharing and Collaboration Platform or Portal: http://edmservices.ehlanzeni.gov.za on or before **Monday, 14 December 2026 not later than 12h00.**

Tender Documents received by telegram, fax and post will not be considered. Late tenders shall not be accepted.

Enquiry: Contact Person - ADMINISTRATION: Mr. SP Khumalo at 013 759 8573 or pkhumalo@ehlanzeni.gov.za
TECHNICAL SERVICES: Mr SW Raath at 013 759 8633 or sraath@ehlanzeni.gov.za

Special Conditions: *Ehlanzeni District Municipality reserves the right to appoint for the whole or part of the tender or to cancel the tender*

Employer: **Acting Municipal Manager: Ms. S S Madlopha**
Ehlanzeni District Municipality
P.O. Box 3333
MBOMBELA
1200