

**Tender Number:** 2022/003 |

**Tender Title:** SAP Support, Maintenance and Advisory services for SAP modules implemented at Umgeni Water for a duration of three (3) years |

## **T1.1 TENDER NOTICE AND INVITATION TO TENDER**

Umgeni Water is a state owned business enterprise that operates within the South African legislative parameters. The primary function of Umgeni Water is to supply treated water in bulk to its municipal customers.

Competent and experienced Service Providers are invited to Tender for the following:

SAP Support, Maintenance and Advisory services for SAP modules implemented at Umgeni Water. for a duration of three (3) years |

In addition to the Eligibility Criteria specified in Clause F2.1 of the tender document, tenderers are required to fulfil the following:

Qualification and Association affiliation required (Specify) |

SAP Partner Program Certification as granted by SAP.

Tenderers are required to achieve at least 35% Contract Participation Goals (CPG) including a minimum 10% Black Women participation and another 10% for Local participation of the value of goods, services and Works paid to one or more targeted enterprises to comply with Umgeni Water's BBBEE policy initiative.

Evaluation method:

The tender will firstly be evaluated on eligibility. If found to be eligible, it will be further evaluated in two stages i.e.

- Functionality shall be assessed. A minimum functionality score of seventy (70) points is required for the tender to be considered further.
- Price & Preference using the 90/10 Preference Point Scoring System in terms of PPPFA

### **Instruction for accessing and for the submission of tender documents.**

#### **How to Access Tender documents**

Tender documents are available from the Supply Chain Management Office. Documents will be issued by email, upon request and submission of proof of payment to [Zamah.gasa@umgeni.co.za](mailto:Zamah.gasa@umgeni.co.za) with the following details: **name of company, name of contact person, contactable cellphone number and telephone number and valid email address.** Documents will only be issued in electronic format, during working hours from **09h00 to 15h00** from **27 September to 08 October 2021.**

#### **Tender documents will only be issued during the said period and hours.**

A non-refundable tender fee of R 200 | payable by Electronic Fund Transfer is required before collecting the Tender Document. Proof of EFT payment is to be provided on collection. The said transfers may be made to:

BANK NAME: NEDBANK LIMITED  
ACCOUNT NAME: UMGENI WATER BOARD – MAIN ACCOUNT  
ACCOUNT NUMBER: 1196366594  
REFERENCE: TENDER NO. INSERT and Company Name.

**NOTE: 1 TENDER DOCUMENTS SHALL NOT BE ISSUED IF INCORRECTLY REFERENCED.  
2 TENDERER TO FORWARD NOTIFICATION OF PAYMENT BY E-MAIL TO [Insert name of Buyer here] AT [insert email address here].**

**NOTE: NO CASH PAYMENT WILL BE ACCEPTED WHEN ISSUING TENDER DOCUMENTS.**

Queries relating to the issue of these documents shall be addressed to Ms Zamah Gasas, Tel No.: 033 341 1075, e-mail: Zamah.gasa@umgeni.co.za

A compulsory clarification meeting with representatives of Umgeni Water will take place on Microsoft Teams on 12/10/2021 starting at 10:00am.

The closing time for submission of Tenders is **12h00 on 28 October 2021.**

Tenders are to be deposited in the Tender Box located outside the main entrance at **Umgeni Water, 310 Burger Street, Pietermaritzburg.**

*Umgeni Water's Standard Conditions of Tender are available on Umgeni Water's website*

[https://www.umgeni.co.za/pdf/cm009\\_standard\\_conditions\\_of\\_tender.pdf](https://www.umgeni.co.za/pdf/cm009_standard_conditions_of_tender.pdf)

*Persons aggrieved by decisions or actions taken by Umgeni Water, may lodge an appeal within 7 days of the date of the intention to award advertisement appearing in the relevant print media.*

*The appeal (clearly stating reasons for appeal) and queries with regard to the decision of award are to be directed, in writing only to the Supply Chain Management Office,  
Attention: Supply Chain Management  
Email: appeals@umgeni.co.za*

*Note that appeals not addressed to the abovementioned email will not be considered.*

*For any other Tender adverts, please visit this website.*

**Umgeni Water Reserves the Right to Award the Contract In Whole or In Part.**