



# KWAZULU-NATAL PROVINCE

**PUBLIC WORKS**  
REPUBLIC OF SOUTH AFRICA

## The KZN Department of Public Works: Southern Regional Office: INVITATION OF BID

ZNT NUMBER	INSTITUTION	AREA	CONTRACT PERIOD	CIDB GRADE	COST	OPEN/ ECDP	CLOSING DATE/ Time
ZNT 3191W	Port Shepstone: Hire of Office Accommodation: Department of Co-Operative and Traditional Affairs: A lettable area sufficient to accommodate 476m <sup>2</sup> of assignable office accommodation plus 20% - 25% (119 m <sup>2</sup> ) of non-assignable space totalling to 595m <sup>2</sup> and 5 lock up bays, 14 undercover bays, 20 open parking bays and 01 secure disabled persons parking totalling to 40 bays.	Port Shepstone	5 Years With an option to extend lease for a period of 4 Years and 11 months	N/A	R 380.00	Open	26 September 2024 at 11:00 <b>Compulsory Tender meeting:</b> 12 September 2024, in the boardroom at, Department of Public Works, Ugu District, 17 Andreassen Road, Port Shepstone, at 11:00
<b>Documents available from:</b> Department of Public Works, Southern Region Office, 10 Prince Alfred Street extension, Pietermaritzburg. <b>The bid document can be downloaded from the e-Tender Portal at no cost. However, should any bidder require a printed/hard copy of the bid document, a non-refundable payment must be made for collection thereof as per the banking details indicated below. Proof of payment must be produced upon collection of the bid document.</b> <b>Notes:</b> Tenderers must read Tenderers Notes in the Departmental website advert. The Preference points system is applicable for these bids are 80/20, where 20 points of specific goals per project will be allocated			<b>Technical Enquiries:</b> Ms Z.G. Ndlazi <b>Tel:</b> 033 897 1333 <b>e-mail:</b> <a href="mailto:Zinhle.Ndlazi@kznworks.gov.za">Zinhle.Ndlazi@kznworks.gov.za</a> <b>Document Enquires:</b> Ms J. Ngidi <b>Tel:</b> 033 897 1445 <b>e-mail:</b> <a href="mailto:janet.ngidi@kznworks.gov.za">janet.ngidi@kznworks.gov.za</a>		<b>Documents are available for collection:</b> from the 23 August 2024 until the 11 September 2024 from 9h00 until 15h00 Only.		

(A non-refundable payment must be made before collection of this document to the following banking details & proof thereof must be produced upon collection.)

**Bank Name:** Standard Bank  
**Account No:** 052106446  
**Account Type:** Business Cheque Account  
**Account Holder:** KZN PROV GOV – WORKS  
**Branch Code:** 057525  
**Reference No:** 14019647  
**Note:** No EFT payment accepted

**TENDERERS TO NOTE:**

- 1. Requirements for sealing, addressing, delivery, opening and assessment of the tender are contained in the tender document.**
- 2. The Department reserves the right not to award to the lowest bidder.**
- 3. Tender documents can be downloaded from the e-tender portal at no cost.**
- 4. In addition, the Department will conduct a detailed risk assessment prior to the award of the bid.**
- 5. No tender documents will be issued at the tender briefing meeting and no site inspection meeting certificate will be issued at the tender briefing meeting.**
- 6. Proof of payment from the bank will be needed prior to handing over the Bid document, No EFT payments and its proof will not be accepted. Original deposit slips issued only and stamped by the bank teller.**
- 7. Tender Documents must be purchased prior to the starting time of the tender briefing meeting.**
- 8. Bidders who attend without a bid document will not be allowed to the briefing.**
- 9. No late arrivals will be admitted to the tender briefing meeting.**
- 10. Late submissions will not be accepted.**
- 11. Faxed or e-mailed bids are not accepted.**
- 12. Only Bidders registered within the applicable Central Suppliers Database (CSD) classification will be eligible to submit bids.**
- 13. The Preference points system is applicable for this bid is 80/20 where 20 points of specific goals will be allocated as follows:**
  - Ownership by Black People: 10 Points**
  - Exempted Micro-Enterprise: 5 Points**
  - Promotion of enterprises located in UGU District for work to be done or services to be rendered : 5 Points**