



TENDER NOTICE

!KHEIS LOCAL MUNICIPALITY

!Kheis Local Municipality invites interested qualified service providers for

BID No: 02-2017/2018

PREPARATION OF GRAP COMPLIANT ANNUAL FINANCIAL STATEMENTS FOR THE YEARS ENDING 2017 AND 2018.

- Previous audit report – Resolving of all legislation audit issues before financial year end 30 June 2017.
- Assistance with amendments necessary on financial system.
- Update asset register
- Assistance with answering and resolving of audit queries raised during audit of mentioned years.
- Transfer of skills to officials based on a training programme as an integral part of the bid.

The physical address for collection of tender documents is **Supply Chain Management Unit, !Kheis Municipal Building, 97 Oranje Street, Groblershoop**

A receipt for a non-refundable deposit of **R 440.67** payable by cash is required on collection of the tender documents. Tender documents can be downloaded from the e-tender website:

Enquiries relating to the tender documents may be addressed as follow:
Administrative queries – Wilton Weilbach <wiltonweilbach@gmail.com
Supply chain queries- Sylvester De Wee <deweewarren@gmail.com

The closing time for submission of bids is **12h00 on Monday, 10 July 2017**. Bids must be sealed in an envelope clearly marked with the bid number and title given above, and placed in the **bid box entrance of !Kheis Municipal Building, 97 Oranje Street, Groblershoop**, on or before the mentioned time and latest date.

Telephonic, facsimile, e-mail and late bids will not be accepted. Bids must remain valid for a period of ninety (30) days after the closing date of the bid. !Kheis Local Municipality reserves its right to extend the validity period, should you not be willing to hold your bid valid in all respects for further period as requested, it will lapse on expiry of the current validity period.

Bids will be opened on the same day at the Supply Chain Management Section at 12h15. Late or unmarked bids will not be considered.

Bids may only be submitted on the bid documentation that is issued.

Bids will be evaluated according to the **80/20** preference points system. The bids are subject to the Council Supply Chain Management Policy, Preferential Procurement Policy Framework Act, 2000, and the Preferential Procurement Regulations 2017.

Prequalification criteria

Only bidders meeting the following criteria may tender. Bidders not complying are unacceptable.

- Price(s) quoted must be valid for at least (30) days from date of offer.
- Suppliers must be registered on the Central Supplier Database of National Treasury to do business with the Municipality.
- Bids will be evaluated according to the **80/20** preference points system. The bids are subject to the Council Supply Chain Management Policy, Preferential Procurement Policy Framework Act, 2000, and the Preferential Procurement Regulations 2017 and for this purpose the enclosed forms MBD4, MBD6.1, MBD7.1 MBD8, MBD9. Must be scrutinised, completed and submitted together with your tender.
- Respondents with a minimum BBEE status level of Level One (1)
- Exempted Micro Enterprises (EMEs)
- Head office within Northern Cape Province

The Municipality reserves the right to withdraw any invitation to bid and/or re-advertise or to reject any bid or to accept a part of it. The Municipality does not bind itself to accept the lowest bid or to award a contract to the Bidder scoring the highest number of points.

J Willemse
(Acting Municipal Manager)
!Kheis Local Municipality

Further requirements for sealing, addressing, delivering, opening and assessments of bids are stated in the Tender Document.