

2. TENDER NOTICE & INVITATION TO TENDER

TENDER NO. BV924/2021

PROVISION OF ACCOUNTING SERVICES TO ENSURE COMPLETION OF THE GRAP/ MSCOA COMPLIANT AFS FOR A PERIOD ENDING 31 DECEMBER 2023

The Breede Valley Municipalities invites tenders for the provision of accounting services to ensure completion of the GRAP/ MSCOA compliant AFS for a period ending 31 December 2023.

Only service providers who meet the eligibility criteria set out in the conditions of the tender are encouraged to participate in this tender. Interested service providers can request or collect bid documents from the Supply Chain Management Offices, 51B Baring Street, Worcester. Documents are to be requested or collected as from Friday, 4 February 2022, during office hours Mondays to Fridays 08h00 – 13h00 and 13h30 – 15h00. A non-refundable fee of R 230-00 (Two Hundred and Thirty Rand) for each set of documents, payable by bank guaranteed cheque made out in favour of the Breede Valley Municipality, is required on collection of the bid documents. Cash deposits and EFT's will also be accepted. **Please note: The R230 is only payable if you collect the documents in hard copy from our offices. Documents are also electronic available upon request, free of charge, as the printing costs are for the bidder's own account.**

ELIGIBILITY CRITERIA

Only those tenderers who satisfy the following eligibility criteria are eligible to submit tenders:

- Whose technical consultants are registered as Chartered Accountants or Professional Accountants in terms of SAICA or SAIPA, respectively (proof of registration and compliance must be submitted with the tender);
- Who have at least 7 years GRAP implementation experience and has been involved in compiling GRAP compliant Annual Financial Statements; and
- Who have assisted at least 3 municipalities with preparing AFS in the last 7 years (contactable references must be submitted with the tender).

Any enquiries regarding the bidding procedure or the issue of bid documents shall be directed to the Supply Chain Management Unit, for attention of Mr. Wilfred Bells, at telephone number 023 348 2954 or e-mail address: wbell@bvm.gov.za. Alternatively, Mr. Haydn Craig Anyster at telephone number 023 348 2966 or e-mail address: hanyster@bvm.gov.za. Any enquiries regarding technical information shall be directed to the Manager: AFS, Assets and Reporting, Mrs. Hendolene Hansen, who can be contacted at 023 348 4968 or email address: hhansen@bvm.gov.za.

Due to the NATIONAL STATE OF DISASTER – COVID – 19 briefing session / clarification meeting will not be held. Bidders are requested to send electronic mails for any enquiries related to the bid to the Employer's representative Mrs. Hansen, email hhansen@bvm.gov.za. Enquiries related to the bid, if necessary, by notifying the employer's agent at least ten (10) calendar days before the closing date stated in the tender data. The employer's agent will respond to all enquiries related to the bid at least a week (seven calendar days) before the closing date stated in the tender data. A schedule of the questions and answers will be uploaded on the Breede Valley Municipality website to ensure that all bidders receive the information.

Tender offers, in properly sealed envelopes and clearly marked on the outside with the corresponding bid number and description, must timeously be placed in the tender box at Breede Valley Municipality, Credit Control Offices, 53 Baring Street, Worcester, by not later than 11h00 on **Friday, 11 March 2022**. Telephonic, telegraphic, telex, facsimile, electronic or e-mailed, bids will not be accepted. If the bid is late, it will not be accepted for consideration.

The Employer does not bind itself to accept the lowest or any tender and reserves the right to accept any tender or any part thereof, which may result in the acceptance of more than one tender, whichever the case may be. The Employer shall apply the Municipal Supply Chain Management Policy as adopted in terms of Section 111 of the Municipal Financial Management Act, 2003 (Act No 56 of 2003) and relevant regulations. All eligible bids received shall be evaluated in terms of the Employer's Supply Chain Management Policy and the Preferential Procurement Framework Act. The 80/20 preference point system shall be applicable. No bids will be considered from persons in the service of the state.

Breede Valley Municipality
Private Bag X3046
WORCESTER

D. MCTHOMAS
MUNICIPAL MANAGER
SC 05/2022