



## ADDENDUM A

Tender No. F (B&T) 05/2026

**TENDERS ARE HEREBY INVITED FROM EXPERIENCED INSURANCE BROKER TO RENDER SHORT TERM INSURANCE SERVICES TO MOGALE CITY LOCAL MUNICIPALITY FOR A PERIOD OF THREE (3) YEARS AS FROM 1 JULY 2026.**

Bidders are hereby notified of the following amendments:

### 1. SPECIAL CONDITIONS

**Bidders are required to submit the following document in respect of Clause 7.9 “Special Conditions”**

- The Appointed Bidder must submit valid proof of registration as a professional insurance broker with South African Financial Services Intermediaries Association (SAFSIA).

### 2. TECHNICAL EVALUATION CRITERIA

**Bidders are required to submit one of the following documents in respect Criteria 1, “Bidder’s Expertise,” in order to be awarded the allocated points:**

- Number of years an insurance broker has rendered insurance services to local government or spheres of government or government entities **(Please attach a valid professional registration document from the Financial Sector Conduct Authority (FSCA) or the South African Financial Services Intermediaries Association (SAFSIA)).**

### 3. THE CRITERIA TO MONITOR AND EVALUATE PERFORMANCE OF THE SERVICE PROVIDER/S AS PER SECTION 27 OF SUPPLY CHAIN MANAGEMENT POLICY.

- Bidders must take note of amendments on **KPAs 2 and 3.**

KEY PERFORMANCE AREAS	KEY PERFORMANCE INDICATORS	PORTFOLIO OF EVIDENCE
2. Lead-time for loss adjusters’ appointment	<ul style="list-style-type: none"> <li>• Applicable loss adjuster/s must be appointed within <b>seven (7) working days</b> from acknowledgement of receipt being sent by the broker to the municipality</li> </ul>	<ul style="list-style-type: none"> <li>• A copy of appointment</li> </ul>
3. Lead-time of accepted claims	<ul style="list-style-type: none"> <li>• The agreement of loss must be generated and forwarded to the insurance section of the client within <b>seven (7) working days</b> after receipt of all applicable documentation</li> </ul>	<ul style="list-style-type: none"> <li>• A copy of the said Agreement</li> </ul>



## **ERRATUM**

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**EXTENSION OF CLOSING DATE OF BID:**

The initial date was Monday 08 December 2025 at 11h00

**The Closing date is extended to Friday 23 January 2026 at 11h00**

We would like to apologize for any inconvenience we might have caused.

**OFFICE OF THE MUNICIPAL MANAGER**