

## 2. TENDER NOTICE & INVITATION TO TENDER

### TENDER NO. BV940/2022

#### PROVISION OF A GROUP LIFE INSURANCE FOR A PERIOD ENDING 30 JUNE 2025

The Breede Valley Municipalities invites tenders for the provision of a group life insurance scheme for a period ending 30 June 2025.

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 Wednesday, 19 January 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 service providers who satisfy the following eligibility criteria are eligible to submit tenders:

- i. Who are registered with the Financial Services Board (proof of originally-certified true copy of registration to be submitted with the tender. Uncertified copies will lead to automatic disqualification);
- ii. Whose representatives are registered with the Financial Services Board (proof of originally-certified true copy of registration to be submitted with the tender);
- iii. Who can demonstrate that they have managed to secure/or have completed at least 3 Group Life Insurance contracts within Local Government in the past 10 years (proof to be submitted under schedule 3 and 4 of part B, failure to complete schedule the schedules will result in the tender being disqualified).

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. C. Cupido, at telephone number 023 348 2947, or Fax number 086 445 0476, or e-mail address: [charlton@bvm.gov.za](mailto:charlton@bvm.gov.za). Alternatively, Mr. Wilfred Bells, at telephone number 023 348 2954, or e-mail address: [wbells@bvm.gov.za](mailto:wbells@bvm.gov.za). Any enquiries regarding technical information shall be directed to the Senior Human Resources Officer, Mr. Thando Ngqabuko which can be contacted at 023 348 4955 or emailed at [thando@bvm.gov.za](mailto:thando@bvm.gov.za). Alternatively, Mrs. Alice Wilton at telephone number 023 348 4951, or e-mail address: [awilton@bvm.gov.za](mailto:awilton@bvm.gov.za).

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, 25 February 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 01/2022