



MAQUASSI HILLS LOCAL MUNICIPALITY

"Diamond of the Platinum Province"

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MAQUASSI HILLS LOCAL MUNICIPALITY

TENDER CLARIFICATION NOTICE

ADDENDUM 1

Subject: Clarification of Tender Requirements – Mandatory Returnable Documents and Functionality Criteria

To: All Prospective Bidders

From: Maquassi Hills Local Municipality

Date: 11 September 2026

Reference: MHLM/SCM/05/2026/2027

Tender Description: Panel Of Service Providers for VAT Recovery Services and SARS Audit Support for Maquassi Hills Local Municipality for The Period of Three (3) Years

1. PURPOSE OF THE NOTICE

Maquassi Hills Local Municipality hereby issues the following clarification to all prospective bidders regarding certain requirements contained in the above-mentioned tender documentation.

The clarification is issued to ensure that all prospective bidders have a common understanding of the requirements and that the tender process is conducted in a fair, transparent and consistent manner.

2. MANDATORY RETURNABLE DOCUMENTS – PAGE 7

Three (3) Years' Financial Statements

The bid documentation requires bidders to submit three (3) years' financial statements.

The Municipality clarifies that this requirement must be considered in accordance with the applicable provisions of the Companies Act, 2008 (Act No. 71 of 2008) and other applicable legislation governing the preparation and assurance of financial statements.

Not all companies are legally required to have their annual financial statements audited. Where a bidder is not legally required to have its annual financial statements audited, the Municipality will accept the form of financial statements that the bidder is legally required to prepare in terms of the applicable legislation.

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"To provide quality and sustainable basic services to our community, cost-effectively, in a manner that supports growth and development with our municipality"

Accordingly, a bidder that is not legally required to have audited annual financial statements will not be required to obtain audited annual financial statements solely for purposes of complying with this tender requirement.

Such bidders must submit the appropriate financial statements applicable to their circumstances, together with any supporting documentation required by applicable legislation. The financial statements submitted must cover the required three financial years and comply with the relevant statutory and financial reporting requirements.

3. STAGE ONE: FUNCTIONALITY – QUALIFICATIONS AND EXPERIENCE OF PROPOSED TEAM – PAGE 25

The functionality criteria require the proposed team to comprise three (3) team members with a relevant NQF Level 7 qualification or higher in VAT/Tax and at least eight (8) years' relevant experience.

The Municipality clarifies that qualifications in related fields, including a BCom in Accounting, BCom in Finance, or an equivalent relevant NQF Level 7 qualification or higher, will be considered, provided that the proposed team member has demonstrable relevant VAT/Tax experience.

A related qualification will therefore be considered together with the individual's demonstrated VAT/Tax experience. Bidders must provide sufficient documentary evidence to substantiate both the qualification and the relevant experience of the proposed team members, in accordance with the requirements of the bid documentation.

The evaluation of functionality will be undertaken consistently for all bidders based on the information and supporting documentation submitted with their bids.

4. IMPORTANT NOTICE TO ALL BIDDERS

All prospective bidders are hereby advised to take the above clarifications into account when preparing and submitting their bids.

This clarification notice forms part of the tender documentation and must be read together with the original bid document. All other terms, conditions, specifications and evaluation criteria contained in the original bid documentation remain unchanged.

Bidders are further advised to ensure that their submissions contain adequate documentary evidence to substantiate compliance with the applicable requirements.

The Municipality will apply these clarifications consistently to all bids received.

For any further clarification relating to the tender, prospective bidders are requested to follow the official communication process prescribed in the bid documentation.

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Issued by:

Maquassi Hills Local Municipality

Chief Financial Officer

Maquassi Hills Local Municipality

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