

KAI !GARIB MUNICIPALITY



BID NOTICE BID T001/2025

MANAGEMENT OF SHORT-TERM INSURANCE PORTFOLIO

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Tenders are hereby invited from insurance brokers to manage the short-term insurance portfolio of the Kai !Garib Municipality for 24 months.

Tenders must be submitted on the original documents and remain valid for ninety (90) days after the closing date of the tender.

A set of tender documents can be obtained from Mr. Gavin Matthews it can be obtained via e-mail at invoices@gmail.com/matthewsg@kaigarib.gov.za after a non-refundable fee of R500.00 is paid.

Fully completed tender documents must be placed in a sealed envelope and placed in the tender box at the Kai ! Garib Municipal Building, 09 Main Road, Keimoes, Northern Cape by no later than 10:00 on Tuesday, 03 September 2024, or at Archive Clerk. The envelopes must be endorsed clearly with the tender's number, title, and closing date as above.

The tender will be evaluated on the 80/20 Preference Points system as prescribed by the Preferential Procurement Regulations, 2022.

The tender box will be emptied just after 10:00 on the closing date as above, hereafter all bids will be opened in public. Late tenders or tenders submitted by e-mail or fax will under no circumstances be accepted.

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

All Bidders who are not yet registered on the National Treasury's Central Supplier Database (CSD) are expected to register without delay on the prescribed form. The Municipality reserves the right not to award tenders to Bidders who are not registered on the CSD.

NB: The following supporting documents are to be included in the tender submission:

- Company Profile
- Certified copies of IDs of all Directors
- A copy of the company's founding statement
- A valid original SARS Tax Clearance Certificate
- B-BBEE Certificate original of Certified
- Current Municipal account
- Central Supplier Database Registration proof

Bidder shall take note of the following Bid Documents

- The Kai !Garib Municipality Supply Chain Policy will apply
- The Municipality does not bind itself to accept the lowest bid or any other bid and reserves the right to accept the hope part of the bid
- Bids which are late, incomplete, unsigned, or submitted by facsimile or electronically, will not be accepted

Any Inquiries regarding the specifications should be addressed:

Nielbert Kitching: assets@kaigarib.gov.za

Mr. O ISAACS

Municipal Manager