

NAMA KHOI MUNICIPALITY

INVITATION TO BID



(SCOPE OF PROCUREMENT SERIES – OVER R 200,000)

NOTICE NO.: 32/2022

BID NUMBER: BOD/NC062/15/2021-2022

Starting Date: 25 March 2022 Closing Date: 13 April 2022 Closing Time: 10:00

SPECIFICATION ENQUIRIES: Mr M Wilson - (027) 718 8137

SHORT TERM INSURANCE PORTFOLIO

Nama Khoi Municipality hereby invites tenders from registered and qualified financial service advisors for the service of the Municipality's short term insurance for a period of three (3) years as described in the bid specifications of the prescribed bid document.

Tender documents and specifications are available from the Municipal website (www.namakhoy.gov.za) for free or at the Supply Chain Management Unit (Ms Ruzan Jacobs 027 - 7188116) at the Head Office – Springbok Nama Khoi Municipality) at an amount of R 546.00 in cash or electronic transfer per document. This amount is non-refundable. Sealed tenders must be handed in at NamaKhoi Municipality, 4 Namaqua Street, Springbok, 8240 on /or before **10:00 on Wednesday, 13 April 2022** and will be opened in public directly afterwards. Late tenders, or tenders that were e-mailed or fax will not be accepted. Forms, MBD 1, MBD 3.2, MBD 4, MBD 5, MBD 6.1, MBD 6.2, MBD 7.2, MBD 8, MBD 9, SCM 1, SCM 2 and other schedules must be completed in the prescribed bid document.

In case of a transaction with a value of R 30 000 or more, including VAT, the Municipality follows the Procurement Policy where 80 points are awarded for price and 20 points for B-BBEE objectives. Furthermore, tenders will also be evaluated in terms of the Supply Chain Management Policy and Preferential Procurement Policy of the Municipality. More information is available from the Supply Chain Management Unit (Ms R Jacobs) obtained from telephone number (027) 718-8116.

The following conditions will apply:

- An original Tax Clearance Certificate or Tax Status Pin , as issued by SARS, must accompany each tender.
- A B-BBEE rating certificate from SANAS accredited agency or exemption (EME) for businesses with a turnover of less than threshold gazetted from a Registered Accounting officer (as stated in section 60 of the Close Corporation Act, 1984), must accompany each tender.
- Bidders must be registered on the Central Supplier Database of National Treasury OCPO.
www.csd.gov.za
- No person employed by the government (National, Provincial, Municipality) may be considered for this tender.
- No tender will be considered to a person or company that over the past five years been convicted of:
 - (a) Fraud, corruption or a criminal offence.
 - (b) The suspension, early termination or unsuccessful completion of a municipal or government contract.

The Municipality reserves the right to withdraw and / or to readvertise or reject any tender or partially accept it. The Municipality does not bind itself to accept the lowest or any tender.

S A TATAS-TITUS
MUNICIPAL MANAGER
23/03/2022