



UMSOBOMVU LOCAL MUNICIPALITY

T1.1 TENDER NOTICE AND INVITATION TO TENDER

Bid are hereby invited by Umsobomvu Municipality the following:

Bid No.	DESCRIPTION	BRIEFING SESSION	CLOSING DATE AND TIME
ULM/FIN/INS/03/2025	Appointment of a service provider for the provision of short-term insurance for a period of 36 months.	Not applicable	05 May 2025 @ 12H00 in Umsobomvu Municipal Colesberg.

Bid documents will be available on the municipal website (www.umsobomvumun.co.za) as from **04 April 2025**, bidders are advised to download, print, price and complete in full.

Enquiries: Mr. N. Thiso/N.Dyantyi at Tel no. (051) 753 0040.Fax (086 403 4554) or (051) 7530574.
(E-mail: ncedo@umsobomvumun.co.za and nmdini@umsobomvumun.co.za.)

The closing time for receipts of tenders is **12:00, 05 May 2025**. Bids must be completed in black ink, enclosed in sealed envelope, endorsed with the corresponding bid number and description **“APPOINTMENT OF A SERVICE PROVIDER FOR THE PROVISION OF SHORT-TERM INSURANCE FOR A PERIOD OF 36 MONTHS”**., Bid No. **ULM/FIN/INS/03/2025** must be placed in the tender box at the office of Umsobomvu Municipality, **21 A Church Street, COLESBERG, 9795**, not later than 12:00 on **05 May 2025**. after which tenders will be opened in public.

Bids which are deposited late, Telegraphic, telephonic, facsimile, e-mailed electronically will not be considered.

The Umsobomvu Procurement and Supply Chain Management Policies, the Preferential Procurement Policy Framework Act, Act No. 5 of 2000 and the regulations promulgated under this Act shall apply in the evaluation and awarding of the tender.

NB: CERTIFICATION OF DOCUMENTS MUST NOT BE MORE THAN SIX (6) MONTHS FROM DATE CERTIFIED BY COMMISSIONER OF OATHS.

Prospective Bidders must take note that the following tender conditions, and including requirements listed on the tender data will apply.

- Fully completed tender document.
- All bids submitted should remain valid for a period of **120 days** after the bid closing date.
- Copy of a Tax Compliance Status Pin, printed from the South African Revenue Service (SARS)

- Copies of company founding statement (CK)
- Certified copies of directors' ID document
- Bidders are required to submit a municipal account bearing the Bidders entity's name as proof of payment of municipal services which is not older than 3 month and must not be in arrears for more than 3 months at the tender closure date. Latest billing clearance certificate not older than 3 months must be submitted with the bid, or if the property is being leased then the lease agreement must be attached, or a letter of from tribunal authority if the bidder operates in rural areas, failure to do so will result in the bid being disqualified. **NB the billing clearance certificate is only applicable to bidders who operate their business in an area or property that is not billed by the municipality.**
- Bidders are required to submit original and valid BBBEE, status level verification certificates or certified copies thereof together with their bids, to substantiate their BBBEE rating claims.
- All bidders must be registered on the Central Suppliers Database
- Bids submitted by persons in the service of government (national, provincial, local or SOCs') will not be considered.

Preferential Procurement Policy Framework Act, Act No. 5 of 2000 (PPPFA) Points will be evaluated based on the following criteria:

- **Stage 1:** Compliance, **Stage 2:** Functionality (Functionality scoring applicable on this bid. Bidders must obtain a minimum functionality score of 70 out of 100 points (70%) in order to be regarded as responsive).
- **Stage 3:** Price and Specific goals (80/20),

CATEGORY	VERIFICATION METHOD	WEIGHTING
Youth-Enterprise 18-35	Company Registration Document and Certified ID Copy	10
Women-Equity Ownership	Company Registration Document and Certified ID Copy	5
Disability-Equity Ownership	Medical Report	5
TOTAL SPECIFIC GOALS = 20		20

- All MBD forms must be completed accurately.
- This bid is subject to the General Conditions of Contract (GCC) and, if applicable, any other Special Conditions of Contract.
- The Umsobomvu Municipality does not bind itself to accept the lowest or any bid and reserves the right to accept the whole or part of the bid or to withdraw the bid.

Mr TW Msengana (Municipal Manager)
 Umsobomvu Municipality
 Private Bag X6
 COLESBERG
 9795

Date: 30 March 2025