

LETSEMENG LOCAL MUNICIPALITY



INVITATION TO BID

BID NUMBER	DESCRIPTION	BID DOCUMENT AMOUNT	EVALUATION CRITERIA	CONTACT PERSON	CLOSING DATE
LETS/AFS/2016/17	Appointment of Service provider to prepare Annual Financial Statement and offer in service training as parts of skills transfer to six internal selected employees	A NON-REFUNDABLE FEE OF R 500.00	R200000.00 R1000000.00 80/20	Mr L.L. Manwele Mrs M.J. Mazinyo	03 APRIL 2017

Duly completed bid documents must be placed in a sealed envelope and clearly marked with the correct reference number and description for the attention of the Municipal Manager:

Letsemeng Local Municipality
P/BAG X 3
KOFFIEFONTEIN
9986

Bid documents must be placed in the tender box strictly on or before 12H00, on the closing date as indicated above at the following address:

Reception Area (Ground Floor)
Letsemeng Local Municipality Offices,
7 Grootrek Street
Koffiefontein
9986.

Opening of Bids

Bids will be opened in public, at the Municipalities Auditorium

Bidders must take note of the following: Bidders are required to submit an original valid tax Clearance Pin obtainable from SARS. Bidders are required to submit a certified copy of the company registration certificate that clearly stipulates the active members of the company and their originally certified identity Documents. A municipal rates and taxes statement not older than 90 days that clearly states the business name obtainable from the municipality where the business resides, or a lease agreement or an affidavit certificate by the commissioner of oaths and landlord's municipal rates and taxes statement must be attached. In terms of municipal rates and taxes statement could not be obtainable, the Municipal Services Certificate attached on the bid document should be completed in full. In terms of Joint Ventures, bidders must attach a joint venture agreement original valid Tax Clearance Pin of all parties, originally certified copy of the company registration certificate that clearly stipulates the active members of the company and their originally certified identity Documents, municipal rates and taxes statement not older than 90 days that clearly states the business name obtainable from the municipality where the business resides, or a lease agreement or an affidavit certified by the commissioner of oaths and the landlord's municipal rates and taxes statement. Bidders must submit an original or certified copy of the B-BBEE Status Level Verification Certificate to substantiate their B-BBEE rating claims. Bidders who do not have B-BBEE Certificate will not be disqualified but will not qualify for B-BBEE POINTS. A trust or consortium or Joint Venture must submit a consolidated B-BBEE Status level verification. Bids submitted are to hold good for the period up until 90 days. No bid(s) will be accepted from persons in the service of the state. No telephonic telefax and late bids will be accepted. All forms contained in the bid must be completed and signed in full. Bids must only be submitted on the bid documentation provided by the Letsemeng local municipality and removal of bid document pages will lead to disqualification. The lowest bid/proposal will not necessarily be accepted and the municipality reserves the right to accept where applicable a part of portion of any bid or where possible accept bids or proposal from multiple Bidders. Failure to attach the above-mentioned documents will result in a bid being non responsive. **Two(2) references of work done in this field from other municipalities is required** The Municipality will only communicate the outcome of the bid with the successful bidder and more information can be obtained from the municipal website

Enquiries: All enquiries pertaining to Supply Chain Management matters can be directed to Mr LL Manwele or Mrs MJ Mazinyo

scm@letsemeng.gov.za or imanwele@letsemeng.gov.za

Tel 053 3300 217


Mr B A Mnguni
Municipal Manager