

RE-ADVERTISEMENT

SOL PLAATJE MUNICIPALITY

CONTRACT: FIN/INS01/2010 – SHORT TERM INSURANCE **INVITATION TO BID**

You are hereby invited to bid for the short term insurance.

One complete set of document is available from Mr.E.Stamper at the Contracts Department, 2 Market Square, City Hall, Kimberley, on payment of an amount of R200.00 (two hundred rand) which is non-refundable. **Payment must be made at the cashiers on a “NO 10 deposit slip” using the following vote no 2121162602823**

All bids must be submitted on the Official Forms.

The evaluation of proposals will be a multi-staged process i.e.

Only those bidders who achieve at least 60% of the points on offer for the Functionality component will have their financial proposals evaluated and attain a final score.

- The evaluation committee will determine how many companies to short list.

The attached Scope Document outlines the detailed scope and submission requirements for the bid. Kindly respond in detail to all of the categories as requested.

The bid is subject to the General Conditions of Contract (GCC) and if applicable, any other special condition of Contract.

Bids **MUST** comply with the following special conditions of Contract:

In terms of section 13 of the Municipal Supply Chain Management Regulations No. 27636 of 30 May 2005, the Municipal Manager shall reject all bids that do not comply with the following preconditions:-

1. Bidders that have not furnished the Municipality with his/her full names, identification number or company or other registration number and tax reference number and vat registration number, if any.
2. Bidders that have not submitted a valid original, tax clearance certificate from SARS
3. Bidders that have not indicated: -

whether he/she is in the service of the state or has been in the service of the state in the previous twelve months;

- a. If the bidder is not a natural person, whether any of it's directors, managers, principal share holders or stakeholder is in the service of the state or has been in the service of the state in the previous twelve months, or
- b. Whether a spouse, child or parent of the bidder or of a director, manager, shareholders or stakeholder in the previous twelve months.

The highest points or any bid will not necessarily be accepted, and the Municipality reserves the right to subdivide the contract and accept any portion of any bid.

Bids will only be considered if the bidder has, in addition to his/her SARS Tax status, “tender” and his/her municipal tax and service charge obligations (rates, water and lights accounts) are in compliance with our Credit Control Policy and should a bidder fail to do so after a contract is awarded, the Council may cancel this contract. The bidder shall have no right whatsoever to claim damages resulting from such cancellation.

Bids will be evaluated in terms of the approved point system of Sol Plaatje Municipality as detailed in Preference Points form MBD 6 enclosed in Bid document.

NO BIDS OR COPIES OF BIDS RECEIVED BY TELEX, TELEFAX MACHINE, E-MAIL OR PER TELEGRAM WILL BE CONSIDERED.

SEALED BIDS OUTWARDLY MARKED WITH THE RELEVANT CONTRACT NUMBER

FIN/INS01/2010 – SHORT TERM INSURANCE – SOL PLAATJE MUNICIPALITY

Bid documents must be addressed to the Contracts Manager and placed in the **Bid Box, City Hall, 2 Market Square, Ground Floor, Kimberley not later than 11:00 on 18th June 2010**. Bids will be opened in public in the **City Hall, Committee Room**, immediately after closing on the same day. The successful bidder will be advised by post.

NAME OF BIDDER (COMPANY ETC.): _____

POSTAL ADDRESS: _____

STREET ADDRESS: _____

E-MAIL ADDRESS: _____

TELEPHONE NO. CODE _____ NUMBER _____

CELL PHONE NO. _____

FACSIMILE NO. CODE _____ NUMBER _____

CONTACT PERSON: _____

SIGNATURE OF BIDDER: _____

DATE: _____

CAPACITY UNDER WHICH THE BID IS SIGNED _____

INVITATION FROM:

MUNICIPAL MANAGER
CIVIC OFFICES
JAN SMUTS BOULEVARD
PRIVATE BAG X5030
KIMBERLEY, 8300