



BID ADVERTISEMENT FORM

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Bid number	FIN/INS01/2023										
Bid Description	PROVISION OF SHORT-TERM INSURANCE BROKERAGE SERVICES FOR SOL PLAATJE MUNICIPALITY (RE-ADVERT)										
Name of institution	SOL PLAATJE LOCAL MUNICIPALITY										
The place where goods, works or services are required	KIMBERLEY										
Closing date and time	Date	1	8	0	8	2	0	2	3	DATE	10H00
Contact details	Physical address	Municipal Manager, Supply Chain Management Unit, Municipal Stores Complex Opposite Security, Abattoir Road, Ashburnham, Kimberley, 8301									
	Postal Address	Head of Supply Chain Abattoir Road, Ashburnham, Kimberley, 8301									
	Technical / Admin Enquiries Tel:	Completion of bid documents: Betty Nkoe: 053 830 6172 bnkoe@solplaatje.org.za Technical queries: D. Chabalala: 053 830 6796 Dchabalala@solplaatje.org.za									
	Term Period	• 36 Months									
Postal/Courier Services	NB: It is the prospective bidders' responsibility to obtain bid documents in time to ensure that responses reach SPM, timeously. The municipality shall not be held responsible for delays in the postal/ Courier Services. Bids must be delivered to the correct address by the stipulated time. Late bids will not be accepted.										
	Fax/Electronic	Bid documents that are incomplete and bids received after the closing date and time, faxed or in the electronic format will not be accepted. All Bids must be submitted on the official tender document and not be re-typed – only hand-written submissions will be accepted,									
Invitation from	The Municipal Manager, Sol Plaatje Municipality, Sol Plaatje Drive, Kimberley, 8301										
Specific Goal	The bids will be evaluated in terms of the preference points system: 80/20, where 80 points is for price and 20 points is for specific goal as prescribed in Preferential Procurement Regulation 2022 & Preferential Procurement Policy 2023										
	Ownership – Black including locality is 20 Points.										
	• Ownership	10 Points									
	• Locality	10 Points									
• Total Points for specific goal	20 Points										
Where bids can be collected	Option 2: One complete set of documents is available from the Supply Chain Management Unit, MUNICIPAL STORES COMPLEX OPPOSITE SECURITY, ABATTOIR ROAD, ASHBURNHAM, KIMBERLEY from Mondays to Fridays from 08H00 till 15H00. Payment for purchasing tender documents is made at Municipal Traffic Department Office at Cnr. Phakamile Mabija/Market Str. (Pioneer House Building front opposite City Hall). Payments can be made from 08H00 till 15H00 on normal working days. The bid document is R500.00 (FIVE HUNDRED RAND) each, which is non-refundable. Payment must be made at the cashiers on a "NO 10-deposit slip" using the following vote no 21 122300120 RAMRCZZWM One complete set of documents is available at http://www.etenders.gov.za or http://www.solplaatje.org.za at no cost.										
Where bids should be delivered	SUPPLY CHAIN MANAGEMENT UNIT, MUNICIPAL STORES COMPLEX OPPOSITE SECURITY, ABATTOIR ROAD, ASHBURNHAM, KIMBERLEY										
Directorate:	FINANCE										
Sub-directorate:	ASSETS MANAGEMENT UNIT										
Solar Vote Number	2112 230 4510 RAM RC ZZ WM – D. CHABALALA										
Bids outcome:	Sol Plaatje Municipality will not be issuing letters to unsuccessful bidders, however, it is the responsibility of the bidders to visit the municipal website (www.solplaatje.org.za) to obtain such information.										
Advert Date:	Newspaper: 28/07/2023					Website: 24/07/2023			Order No. SCM 96		
						E-Tender: 24/07/2023					
Virtual Briefing Session	A Virtual Briefing Meeting (Microsoft Teams) will be held on Monday 07 AUGUST 2023 at 10H00 . Potential bidders must submit their email address, to Ms. Mandy Nagel at mnagel@solplaatje.org.za , Clearly referring to the tender number, before or on 04 AUGUST 2023, at 15H00 . Bidders must be represented by a Technical Member / Project Manager assigned to this project. Bidders are encouraged to attend the briefing session and the briefing session will be beneficial to all service providers.										
	The following information must be submitted to the above email address: <ul style="list-style-type: none"> • Email address • Company name • Cellphone number • Tender number All Bidders who submitted their email addresses will receive a link for the site meeting. Confirmation of virtual meetings will be recorded.										
Important Information	Bidders are required to disclose the following compulsory information: <ul style="list-style-type: none"> • Related parties in terms of MBD 4: 3.13 • Full disclosure of business interests as per CSD on MBD 4: 3.14 										
Electronic Payment of Tender Document: (Proof must be submitted):	<ul style="list-style-type: none"> • Electronic Banking Details • Standard Bank • Account no 04 006 5367 • Ref Number: FIN/INS01/2023 - BIDDER/COMPANY NAME 										