



**GREATER TZANEEN MUNICIPALITY**  
**GROTER TZANEEN MUNISIPALITEIT**  
**MASIPALA WA TZANEEN**  
**MASEPALA WA TZANEEN**



**SUPPLY CHAIN MANAGEMENT UNIT**  
**DEPARTMENT: FINANCIAL SERVICES**

**BIDS ARE HEREBY INVITED FOR:**

SCMU 02/2018	Request for proposal from auctioneers to conduct auction for Greater Tzaneen Municipality	Company Work Experience :( 25) points, Key personal (Qualified Auctioneer) :( 25) points, Membership with SAIA :( 25) points, Methodology: ( 25) points	Membership with SAIA	R100.00	Once off	15 May 2018	Mr T.A Ramokgano @ 015 307 8054	08 June 2018
SCMU 03/2018	Short term insurance broker in the Greater Tzaneen Municipality for a period of three years	Company Work Experience :( 40) points, Methodology :( 20) points, Bank Rating: (10); key personnel :( 30)	Registration from institute insurance of south Africa (IISA); Professional Indemnity cover; and 3 years Audited Annual financial statement	R250.00	36 Months	16 May 2018	Mr J. Biewenga @ 015 307 8061	01 June 2018
SCMU 04/2018	Provision of electrical water meter reading services disconnection of services due to non payment for Greater Tzaneen Municipality	Company Work Experience : ( 20) points, projects plan : ( 50) points, key personnel :(30) Points.	N/A	R250.00	36 Months	17 May 2018	Ms. P.M. Viljoen @ 015 307 8110	08 June 2018

The minimum specifications are detailed in the bid documents. Bid documents are obtainable at the Supply Chain Management Unit, **upon payment of non refundable fee as stated above; payable at the Revenue offices: Greater Tzaneen Municipality, Civic centre, Agatha Street.** Completed bid documents with attachments must be in sealed envelopes and must be deposited into the bid box of Greater Tzaneen Municipality, Tzaneen Civic Centre, Agatha Street.

**Document will be available on the 26 April 2018**

**BIDDERS MUST PROVIDE PROOF OF THE FOLLOWING TO AVOID DISQUALIFICATION:**

CSD report (Printed between the date of advert and closing date), Certified ID copies of all directors, Statement of municipal rates and taxes for both company and director(s) (not older than 3 months)/ letter from traditional authority not older than 3 months/ lease agreement, key personnel / Service team's experience (attach certified copies of qualifications and CV); CK/company registration; Valid tax Clearance or Tax pin; certified or original Valid B\_BBEE certificate or sworn affidavit, Proof of work experience (attach relevant Appointment letter).

**N.B:** The evaluation of bids will be conducted in two stages. First stage will be the assessment of functionality as stated above, there after only bidders that obtain 70 points will be evaluated in terms of 80/20 or 90/10 preference point scoring system, where 80 or 90 points will be allocated for price only and 20 or 10 points will be allocated based on the Broad Based Black Economic Empowerment (B-BBEE) status level of contributor or sworn affidavit. Bids which are late, incomplete, unsigned, faxed or emailed will not be accepted.

**FURTHER CONDITIONS ARE OUTLINED IN THE BID DOCUMENTS**

**Administrative enquiries should be directed to Ms. Z. Modjadji @ 015 307 8251.**

Mr. B.S. Matlala  
Municipal Manager  
Greater Tzaneen Municipality