



GREATER TZANEEN MUNICIPALITY



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MASIPALA WA TZANEEN

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SUPPLY CHAIN MANAGEMENT UNIT

DEPARTMENT: BUDGET AND TREASURY

Re-advert

BID DESCRIPTION: PANEL OF PROFESSIONAL SERVICE PROVIDERS FOR FINANCIAL, INTERNAL AUDIT AND GOVERNANCE FOR THE PERIOD OF THREE (3) YEARS

BID NO: SCMU 05/2019

Bids are hereby invited from experienced bidders for panel of professional service providers for the period of three (3) years. Bid documents are obtainable at Supply Chain Management of Greater Tzaneen Municipality; Agatha Street, **upon non-refundable fee of 700.00 per document payable at the Revenue Offices: Civic Centre, Agatha Street.**

Interested service provider must give proof of the following documents 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) appearing in the CK (not older than 3 months)/ letter from traditional authority not older than 3 months/ lease agreement (attach 3 months proof of payment for lease), CK/company registration; Valid tax Clearance and Tax pin; certified or original SANAS accredited Valid B_BBEE certificate (combined BBEE Certificate if Joint Venture)/ Sworn Affidavit, Proof of Relevant Professional body; proof of relevant company experience; proof of relevant certified qualifications; relevant key personnel experience

Financial: Professional bodies (IIA; SAICA); Qualifications (CA; CIA, ACFE, ACCA; etc).

Internal audit: Professional bodies (IIA, SAICA; etc.); Qualifications (Auditing/ Accounting/ CIA)

Governance: Professional bodies (SACPCMP, IAIA, SAIOSH/ IOSM), Qualifications (Degree in Health and Safety; etc.)

Completed bid documents with attachments must be in a sealed envelope and deposited into the bid box of Greater Tzaneen Municipality, Civic Centre, Agatha Street, marked as Bid No: **SCMU 05/2019; postal address & contact details of the bidder.**

Bid document will be available on date of advert.

Compulsory briefing session will be on 01 August 2019 at old fire station @ 10H00. Closing date: 16 August 2019 @ 12:00 at council chamber. Public bid opening will be held at the Council Chambers immediately after closing.

EVALUATION OF BIDS

N.B: only bidders who meet the requirements will be scored on functionality as follows: Company experience – 50 points & Key personnel experience – 50 points; there after bidders who obtain a minimum of 70 points will be listed in a pool of consultants for financial, Internal Audit and Governance.

FURTHER CONDITIONS ARE OUTLINED IN THE BID DOCUMENT

Technical enquiries should be directed to Ms. M.P. Makhubela @ 078 2399 010

Administrative enquiries must be directed to Ms. Z. Modjadji @ 015 307 8257

Mr. B.S. Matlala
Municipal Manager