

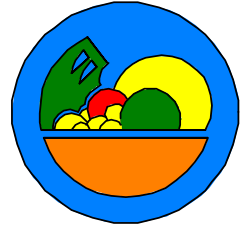


GREATER TZANEEN MUNICIPALITY

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

BID DESCRIPTION: REVIEW OF ORGANISATIONAL STRUCTURE AND JOB PROFILING

BID NO: SCMU 27/2018

Bids are hereby invited from experienced service providers for review of organisational structure and job profiling. Bid documents are obtainable at Supply Chain Management of Greater Tzaneen Municipality; Agatha Street, upon non-refundable fee of R700.00 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) (not older than 3 months)/ letter from traditional authority not older than 3 months/ lease agreement, key personnel experience (attach certified copies of qualifications and CV); CK/company registration; Valid tax Clearance and Tax pin; certified or original Valid B_BBEE certificate or sworn affidavit, company profile and experience information, an inclusive track record (attach previous appointment letters); key personnel: Experience in Local (attach CV and qualification); Methodology (Organisational Development between 3- 5 years) and NQF level 7 Qualification (in Organisational Development / Work study or related field with work-study certificate)

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 27/2018; postal address & contact details of the bidder.

Bid document will be available on date of advert.

Compulsory briefing session will be on 18 October 2018 at old fire station @ 10H00. Closing date: 26 October 2018 @ 12:00 at council chamber. Public bid opening will be held at the Council Chambers immediately after closing.

EVALUATION OF BIDS

N.B: The evaluation of bid will be conducted in two stages. First stage it be the assessment of functionality: key personnel (attach CV and qualification) - 30 points; Methodology (Organisational Development between 3 - 5 years) – 35 points; Company experience- 35 points; thereafter only bidders who obtain a minimum of 70 points will be evaluated in terms of 80/20 Preference point scoring system, where 80 points will be allocated for price only and 20 points will be allocated based on the Broad Based Black Economic Empowerment (B-BBEE) status level of contributor.

➤ **FURTHER CONDITIONS ARE OUTLINED IN THE BID DOCUMENT**

Technical enquiries should be directed to Ms. N. Maake @ 0763336131

Administrative enquiries must be directed to Ms. Z. Modjadji @ 015 307 8257/ 8035

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