

DANNHAUSER LOCAL MUNICIPALITY (KZ - 254)

KWAZULU – NATAL

8 Church Street
Private bag X1011
Dannhauser



Telephone : (034) 621 2666
Facsimile : (034) 621 3114

ADVERTISEMENT OF TENDER NO: 07/05/2023

DESCRIPTION: APPOINTMENT OF A SERVICE PROVIDER FOR THE PREPARATION OF THE GRAP COMPLIANT ANNUAL FINANCIAL STATEMENTS FOR A PERIOD OF 36 MONTHS.

Bids are hereby invited in terms of Section 83 of the Municipal Systems Act, Act 32 of 2000 (as amended) and Sections 110 and 112 of the Municipal Finance Management Act, Act 56 of 2003, for the Appointment of a service provider for the preparation of the GRAP compliant annual financial statements for a period of 36 months.

A NON-REFUNDABLE BID document fee of **R250.00** is payable in cash at the cashier's office during 07H30 to 15H00 with lunch interval of 13H00 to 13H30 or via EFT as follows (Bank – FNB, Account Holder - **Dannhauser Municipality**, Account No. **62369194106**, Branch code - **270324** and Account type – **Cheque** and documents will be available from **08/05/2023**. **documents will also be available for download from the municipal website www.dannhauser.gov.za and on E-Tenders www.etenders.gov.za**

This bid will be in terms of the 80/20 preferential point system as prescribed in the Preferential Procurement Policy Framework Act (No 5 of 2000 Amended in 2022). Original Certified BBBEE certificate must be submitted.

In terms of section 12 of the Municipal Supply Chain Management Policy, the Municipality will reject all tenders that do not comply with the following conditions.

Conditions

- Bidders must be registered on the Central Supplier Database and proof of registration must be submitted.
- Price(s) quoted must be valid for at least One Hundred and Twenty Days (120) days after the bid closing date.
- Price(s) quoted must be firm and inclusive of VAT.
- Bidders must include Tax Clearance Certificate (SARS Pin).
- This bid is subject to the general conditions of contract (GCC) and if applicable, any other specific conditions of contract.
- Bidders must complete all applicable MBD Forms.
- Capacity to undertake work within stipulated time frame.
- CIPC Registration certificate "CK"
- Current municipal rates account not older than 3 months/ Proof of residential address if you reside in the non-rate paying area.
- No bids will be considered from persons in the service of the state.
- Bidders must fill in the tender register stating the date and time of when they submitted their tender, available at the tender box.
- The Municipality reserves the right to withdraw any invitation to tenders and/or to re-advertise or to reject any tender or to accept a part of it.
- The Municipality does not bind itself to accepting the lowest tender or award a contract to the bidder scoring the highest number of points.
- **There will be no briefing session**

FUNCTIONALITY POINTS:

Pre-Qualification Requirements		Elimination Factor	Maximum Points
Previous AFS projects 5 Previous completed GRAP compliant AFS and MSCOA compliant projects receiving unqualified audit opinion		Yes	30
5-6 appointments	30 points		
3-4 appointments	20 points		
1-2 appointments	10 points		
No appointments	0 points		
Attach appointment letters, service level agreements and a signed audit report with an unqualified audit opinion. No points will be awarded if there are no attachments			
Technical Expertise and Competency Team must be led by a qualified Chartered Accountants registered with South African Institute of Chartered Accountants (SAICA) with the necessary experience		Yes	30
5 and more years	30 points		
3- 4 Years	20 points		
1-2 Years	10 points		
No experience	0 points		
Provide CV and qualifications of the team as per FORM Q No points will be awarded if there are no attachments			
Project work plan with time frames		Yes	20
Project work plan with no timelines			
Firm to provide SAICA & IRBA Registrations (Certified confirmation from controlling bodies must be attached)		Yes	10
SAICA Registered – 5 Points	05 points		
IRBA Registered – 5 Points	05 points		
SKILLS TRANSFER METHODOLOGY Bidders are required to demonstrate how they will transfer skills to internal officials during project implementation.		Yes	10
• The Service Provider must provide a detailed skills transfer programme with clear, realistic deliverables and milestones.	10 points		
TOTAL POINTS			100

NB: To enable to claim the above-mentioned points proof of all the points to be claimed must be submitted.

- 1. The minimum qualifying score for functionality is 70% .**
- 2. Bidders who scored 70% and more on functionality will qualify for further evaluation.**

Bidders who scored less than 70% will be disqualified.

Tenders must be submitted in a sealed envelope; clearly marked “**TENDER NO: 07/05/2023 APPOINTMENT OF A SERVICE PROVIDER FOR THE PREPARATION OF THE GRAP COMPLIANT ANNUAL FINANCIAL STATEMENTS FOR A PERIOD OF 36 MONTHS**” and must be deposited into the tender box situated at the security room of Dannhauser Municipal offices. Tenders should be received no later than **12H00** on **25/05/2023**, where after bids will be opened in public. **Late, emailed or faxed bids will not be accepted.**

Any enquiries are to be directed to **S. Hlatshwayo, Chief Financial Officer, email: sbongileh@dannhauser.gov.za** or Telephonically on **034 621 2666 ext. 0720** or **MJ Hlongwane, SCM Accountant, email: joeh@dannhauser.gov.za** Telephonically: **034 621 2666 ext. 0740** at **08 Church Street, Dannhauser**, during working hours, between 07h30 to 16h00 with a lunch interval from 13h00 to 13h30, Monday to Friday.

**MR S CELE
MUNICIPAL MANAGER**