

DANNHAUSER LOCAL MUNICIPALITY (KZ - 254)

KWAZULU – NATAL

8 Church Street

Private bag X1011

Dannhauser

3080



Telephone : (034) 621 2666

Facsimile : (034) 621 3114

ADVERTISEMENT OF TENDER NO: DANN/05/2025

DESCRIPTION: IMMOVABLE ASSETS VERIFICATION AND COMPIATION OF GRAP COMPLIANT ASSETS REGISTER

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 immovable assets verification and compilation of GRAP compliant assets register for a period of 6 months.

Dannhauser Local Municipality hereby invites tenders from reputable immovable assets verification and compilation of GRAP compliant assets register, who are members of the South African Institute of Chartered Accountants (SAICA), for the immovable assets verification and compilation of GRAP compliant assets register, for a period of 6 months.

A NON-REFUNDABLE BID document fee of R250.00 is payable in cash at the cashier's office from 07H30 to 15H00 with lunch interval of 13H00 to 13H30 or via EFT as follows (Bank – ABSA, Account Holder - Dannhauser Municipality, Account No. 4108323641, Branch code - 632005 and Account type – Cheque Account or documents can be downloaded free from the municipal website www.dannhauser.gov.za or on E-Tender www.etenders.gov.za. Documents will be available from **08/05/2025**.

Criteria 1 - Administrative Requirements

- Bid submitted must be complete in all respects
- CIPC Registration certificate
- Central Supplier Database Registration

Criteria 2 - Mandatory Requirements

- Price(s) quoted must be firm and inclusive of VAT
- Price(s) quoted must be valid for at least One Hundred and Twenty Days (120) days after the bid closing date
- Municipal rates and taxes not in arrears for more than 3 months "on the award" - bidder to submit municipal rates account not older than 3 months/ Proof of residential address if residing in the non-rate paying area
- Tax Compliance Status "on the award" - bidder to submit Tax Pin for verification
- Bidder must not be employed in the service of the state "on the award"
- Bidder must not be listed in the Register for Tender Defaulters and/or listed on Restricted Suppliers "on the award"
- Bidder must have and attach Banking rating code A.

Failure to comply with the Mandatory Requirements shall result in the offer being considered non-responsive and shall be rejected

Bidders must fill in the tender register stating the date and time 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 reject any tender or 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.

1. DURATION

The project duration will be for 6 months for compilation and audit supports

Failure to comply with the Mandatory Requirements shall result in the offer being considered non-responsive and shall be rejected

Bidders must fill in the tender register stating the date and time 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 reject any tender or 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.

FUNCTIONALITY EVALUATION CRITERIA

CRITERIA	WEIGHTING	MAXIMUM POINTS
Experience of the business in Preparation of GRAP compliant FAR	5 points per appointment letter appointment letter	20
Attach audit opinion obtained by service provider	40 points for obtaining atleast 1 or more Clean Audit Opinions in the past 3 years. 35 points for obtaining atleast 2 unqualified audit opinions in the past three years.	40
Technical Expertise and Competency - Team must be led by a qualified Chartered Accountant registered with South African Institute of Chartered Accountants (SAICA) with the necessary experience	0 Point for no experience and no qualification as Chartered Accountant registered with (SAICA)	20
	20 points for 10 and more years' Experience plus qualification as Chartered Accountant registered with (SAICA)	
	10 points for 6- 9 years' experience plus qualification as Chartered Accountant registered with (SAICA)	
	5 points for 1-5 years' experience plus qualification as Chartered Accountant registered with (SAICA)	
Methodology - Detailed methodology/approach and project plan, clear skills transfer and training plan	20 points for detailed methodology/ approach and project plan, clear skills transfer plan and training plan: - 5 points for methodology - 5 points for project plan - 5 points for skills transfer - 5 points for training plan	20
TOTAL MAXIMUM POINTS		100

- **Bidders that do not score the minimum qualifying score of 80 out of 100 points (at least 80%) or more for the functionality as indicated in the tender documents will be deemed non-responsive and only those bidders who score 80 or more out of 100 points will be evaluated further on the 80/20 preference point system.**

Criteria 4 - 80/20 PREFERENCE POINT SYSTEM

The applicable preference point system for this tender is an 80/20 preference point system where 80 points will be allocated for price and 20 points will be allocated for specific goals as follows:

The specific goals allocated points in terms of this tender	Number of points claimed (80/20 system) (To be completed by the tenderer)	Means of verification
Pricing = 80		
Preference Goals 1: Specific goals Ownership (maximum points 10) Enterprises must be at least 51% owned by: black people = 10 points Enterprises less than 51% owned by: black people = 5 points		CIPC registration certificate (Companies and Intellectual Property Commission) / Detailed CSD report / Certified copy RSA Identity document of the director(s).
Preference Goals 2: RDP Goals (Max points = 10) Enterprises address located within: Amajuba District = 10 points Enterprises address located within: Kwa- Zulu Natal = 5 points Enterprises address located outside: Kwa- Zulu Natal = 1 point		CSD / proof of municipal accounts/affidavit/proof of residence signed by ward Councillor (for those residing in rural areas)

It is mandatory for bidders to complete MBD 6.1 to claim points for specific goals, failure to complete MBD 6.1 shall be interpreted to mean that the points for specific goals are not claimed.

Tenders must be submitted in a sealed envelope; clearly marked “**TENDER NO: DANN/05/2025 IMMOVABLE ASSETS VERIFICATION AND COMPILATION OF GRAP COMPLIANT ASSET REGISTER FOR PERIOD OF 6 MONTHS**” and must be deposited into the tender box situated in the security room of Dannhauser Municipal offices. Tenders should be received no later than **12H00 on 28/05/2025** where after bids will be opened in public. **Late, emailed or faxed bids will not be accepted.**

Any inquiries are to be directed to Acting **CFO Mr. N. Majola**, by email: ndumiso.majola@dannhauser.gov.za or Telephonically at **034 621 2666 ext. 720** or **Mr SS Buthelezi, Manager Assets**, by email: sidwells@dannhauser.gov.za Telephonically: **034 621 2666 ext. 715** or **Mr J Hlongwane, SCM Manager**, by email: joeh@dannhauser.gov.za Telephonically: **034 621 2666 ext. 740 at 08 Church Street, Dannhauser**, during working hours, between 07h30 to 16h00 with a lunch interval from 13h00 to 13h30, Monday to Friday.

MS SITHOLE
MUNICIPAL MANAGER