

# KAROO HOOGLAND MUNICIPALITY

## T1.1 : TENDER NOTICE AND INVITATION TO TENDER

Tenders are hereby invited for the:

### **PROVISION AND ADMINISTRATION OF SHORT TERM INSURANCE FOR KAROO HOOGLAND MUNICIPALITY FOR THE PERIOD OF THREE YEARS**

Completed tenders in a sealed envelope, clearly marked:

#### **Tender No KHM 010/08/2018/1 AND BID TITLE : PROVISION AND ADMINISTRATION OF SHORT TERM INSURANCE FOR KAROO HOOGLAND MUNICIPALITY FOR THE PERIOD OF THREE YEARS**

must be placed in the tender box at the Karoo Hoogland Municipality, Supply Chain Management Unit, 7 Mulder Street, WILLISTON, 8920 by no later than **12:00** on **Monday, 27 August 2018**. Tenders will be opened on the same day in the Committee Room at 12:05. Late or unmarked tenders will not be considered. No posted tenders or tenders per fax or e-mail will be accepted. All tenders to ensure that they complete the Tender Submission Register which will be mounted on the tender box.

Tender documents will be available from 14 August 2018 per email at a non-refundable deposit of **R 400** each Tel nr 053 3913 003, e-mail: [k.vanschalkwyk@karoohoogland.gov.za](mailto:k.vanschalkwyk@karoohoogland.gov.za) and [a.haas@karoohoogland.gov.za](mailto:a.haas@karoohoogland.gov.za) Documents will only be available if tenderers provided proof of payment.

Payments should be made beforehand and confirmation of payment provided per email. Bank details are as follow: Karoo Hoogland Municipality, Standard Bank, Account Number 083212442, Branch Number 051008, Reference : Tenderer Company Name. Proof of payment should be e-mail to Supply Chain Management [c.erasmus@karoohoogland.gov.za](mailto:c.erasmus@karoohoogland.gov.za) and [k.vanschalkwyk@karoohoogland.gov.za](mailto:k.vanschalkwyk@karoohoogland.gov.za)

Queries relating to the tender may be addressed to Mr SJ van Schalkwyk and Mr Adrian Haas, tel: 053 3913 003, e-mail: [k.vanschalkwyk@karoohoogland.gov.za](mailto:k.vanschalkwyk@karoohoogland.gov.za) and [a.haas@karoohoogland.gov.za](mailto:a.haas@karoohoogland.gov.za)

Tenders will be evaluated and adjudicated in terms of the PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000: PREFERENTIAL PROCUREMENT REGULATIONS, 2017 and the Karoo Hoogland Municipality's Supply Chain Management Policy, where 80 points will be scored for price and 20 points for B-BBEE status.

The Municipality reserves the right to withdraw any invitation to tender and/or to readvertise or to reject any tender or to accept a part of it. The Municipality is not bound to accept the lowest or any tender. If after 90 days no appointment has been made by die Municipality, the tender is cancelled automatically. **Tender documents submitted must be valid for 90 days.**

**Important note: a valid original tax clearance certificate or tax compliance status verification pin and certified copies of directors and owners identities must be submitted with the documentation. All tenderers that take part in the tender process must be registered on the Central Supplier Database (CSD) and attach proof thereof with the tender documents submitted.**

**Mr JJ FORTUIN  
MUNICIPAL MANAGER  
KAROO HOOGLAND MUNICIPALITY  
WILLISTON  
8920**

**DATE ADVERTISED : 10 AUGUST 2018**