

• Tel: (016) 360-7453/7481 • E-mail: tenders@midvaal.gov.za

OFFICE OF THE MUNICIPAL MANAGER

Midvaal Local Municipality hereby requests bidders to take note of the following:

TENDER ADVERT

BID NO:	DESCRIPTION	EVALUATION CRITERIA	SPECIFIC GOALS & POINTS	COMPULSORY BRIEFING SESSION	CLOSING DATE & TIME	CONTACT PERSON FOR TECHNICAL CLARITY
8/2/5/128RE (2024-2027)	BID FOR THE APPOINTMENT OF AN INSURANCE BROKER FOR SHORT-TERM INSURANCE SERVICES FOR MIDVAAL LOCAL MUNICIPALITY FROM 01 JULY 2024 UNTIL 30 JUNE 2027	80/20	Local Enterprises:10 BBB-EE Status:10	Venue: Meyerton town hall Cnr. Junius & Eeufeesing Str Meyerton Date: 10 April 2024 @ 11H00	30 April 2024 @10H00	CORPORATE SERVICES 016 360 7420

Bidding documents containing the specifications and details of the deliverables will be available from, 27th of March 2023 @12H00. A hard copy may be purchased at the Supply Chain Municipal Offices, 25 Mitchell Street, Meyerton, 1960, at a non-refundable amount of: **R 297.00 VAT inclusive for a document with pages 0 – 100**

R 417.00 VAT inclusive for a document with pages 101 – 200

R 595.00 VAT inclusive for a document with pages 201 – 300

These prices are applicable to formal bids only, and purchases are to be made at the rates and taxes hall during office hours Monday – Friday, 07:30 – 15:00 or alternatively direct deposits (no cheques accepted) to:

Midvaal Local Municipality,
Bank: Nedbank,
Account Number: 1224797469,
Branch: Public Sector -Central Gauteng

NB: Please use the bid/tender number as reference and remember to bring proof of payment for collection of bid documents. Alternatively, bidding documents may be requested via tenders@midvaal.gov.za. The bidding document will be sent to the requesting bidder free of charge.

The bid document will also be made available for download on the National Treasury e-Tenders portal. Bidders using this option are hereby advised to monitor the portal regularly for updates and uploaded addendum documents during the time the bid is advertised. It is the responsibility of the bidder to ensure that they are up to date with all issued documents.

All Covid-19 protocols will be enforced with regards to briefing sessions.

Bids are to be sealed in an envelope marked with the relevant bid number and description as indicated on the bidding documents and are to be placed in the tender box situated at:

Block A – Ground Floor,
25 Mitchell Street,
Meyerton,
1961

Bids are to be submitted between 07:30 and 16:00, Mondays to Fridays, prior to the closing date and time. No late submissions will be considered.

Please Note:

- No faxed or e-mailed tenders will be accepted.
- All tenders must be submitted on the official forms (not to be re-typed). Only original signed tender documents will be accepted.
- Bids must be completed in black ink. No correction fluid will be allowed. All alterations must be crossed-out and initialled.
- Where a compulsory briefing session is required, it is the onus of the bidder to attend and arrive in time. Late arrivals will not be allowed to sign the attendance register and will be deemed to be absent. No bids will be considered from bidders who did not attend the briefing session.
- Midvaal Local Municipality will not accept any bid with missing pages and not fully completed with the required attachments.
- Bids will be evaluated and adjudicated according to the following criteria:
 - Relevant specifications and technical proposals
 - Value for money
 - Capability to execute the contract.
 - Midvaal SCM Policy, Preferential Procurement Policy and any other relevant legislations
 - Supporting documents where required
- Details of the specific goals' allocation are demonstrated in the bid document.

Bidder's attention is specifically drawn to the provisions of the rules and specifications which are included in the bid documents. The Council reserves the right to accept any bid or part thereof and does not bind itself to accept the lowest or any bid. The notice of bids is available on webpage: www.midvaal.gov.za .

Use this email address ethics@midvaal.gov.za , The Municipality's hotmail to whistle blow, report fraud and corruption. You don't have to disclose your identity if you don't wish to.

For any other queries relating to the above bid/s, please contact the SCM office at (016) 360 7481/ 7453/7484/ 7631/ 7496.

ORIGINAL SIGNED

MR A.M. GROENEWALD
MUNICIPAL MANAGER

MN 3723/24

DATE: 25 MARCH 2023