



BID NO: COM40/2024
CLOSING DATE: 27 MAY 2024

APPOINTMENT OF A SHORT-TERM INSURANCE BROKER FOR THREE (3) YEARS FOR THE CITY OF MBOMBELA

Bids are hereby invited from registered Service Providers to be appointed to manage the Insurance Portfolio of the City of Mbombela for a period of three (3) years after signing of a contract

It is compulsory that service providers download a copy of the bid document that will ONLY be available as from 26 April 2024 on the municipal website: www.mbombela.gov.za on the tenders and notices' folder and National e-Tender Portal: www.etenders.gov.za, free of charge.

Duly completed bid documents and supporting documents which are COPY OF TAX COMPLIANCE STATUS, CERTIFIED COPY OF B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE, CURRENT MUNICIPAL RATES AND TAXES STATEMENT FROM RELEVANT LOCAL AUTHORITY OR PROOF OF RES FROM A TRIBAL AUTHORITY OR LEASE AGREEMENT ACCOMPANIED BY UP-TO-DATE MUNICIPAL RATES AND TAXES STATEMENT FROM RELEVANT LOCAL AUTHORITY FOR BOTH THE BUSINESS AND BUSINESS DIRECTORS INCLUDING JV/CONSORTIUM PARTNERS, FULL CSD REPORT (Summary Report will not be considered) and a copy of the COMPANY REGISTRATION CERTIFICATE, together with the bid document must be sealed in an envelope clearly marked: "BID NO.: COM40/2024 APPOINTMENT OF A SHORT-TERM INSURANCE BROKER THREE (3) YEARS FOR THE CITY OF MBOMBELA, CLOSING DATE 27 MAY 2024" with the name of the bidder shall be placed in the bid box at MBOMBELA CIVIC CENTRE at 1 NEL STREET, MBOMBELA, before 11:00 on the closing date.

Bids received by telegram, fax or e-mail will not be considered. Late bids shall not be accepted or considered.

No briefing session shall be conducted for this tender. Technical enquiries may be directed to the project manager on the below contact details.

Bidders are advised not to commit fraudulent activities or forge documents. All abusers of the SCM system, including forging or faking of returnable documents, may be reported to SAPS and restricted from doing business with any Public Institutions for a period NOT exceeding 10 years which is in line with section 28 and 29 of the Prevention and Combating of Corrupt Activities Act 12 of 2004.

A preferential point system shall apply whereby this contract will be allocated to a bidder in accordance with the Preferential Procurement Policy Framework Act, No 5 of 2000 and as defined in the conditions of bid in the bid document, read in conjunction with the Preferential Procurement Regulations, 2022, where 80 points will be allocated in respect of price and 20 points in respect of specific targeted goals as per the City's Preferential Procurement Policy, 2023.

Supply Chain Management	:	Nomsa Ndukuya (013) 759 9052
Project Manager	:	Mojaki Mosala (013) 759 9392
Email	:	Mojaki.mosala@mbombela.gov.za
Employer	:	City Manager: Mr W. Khumalo City of Mbombela Po Box 45 Mbombela 1200

NB: The results of this bid will be published on council website as prescribed on the MFMA sec 75 (1) (g) and SCM regulations, sec. 23 (c).