



KAROO HOOGLAND LOCAL MUNICIPALITY

INVITATION TO BID

BID KHM T003/04/2024: TENDERS ARE INVITED FOR THE PROVISION AND ADMINISTRATION OF SHORT-TERM INSURANCE FOR KAROO HOOGLAND MUNICIPALITY FOR A PERIOD OF THREE YEARS (36 MONTHS)

Karoo Hoogland Local Municipality hereby invites qualified service providers that has performed applicable work in the Northern Cape to submit tenders for the above-mentioned project.

This bid will be evaluated in terms of the 80/20 preference point system as prescribed in the Preferential Procurement Regulations, 2022 pertaining to the PPPF Act (No 5 of 2000) and the Supply Chain Management Policy of Karoo Hoogland Local Municipality. Karoo Hoogland Local Municipality is not bound to accept the lowest bid or award a contract to the bidder scoring the highest points. The Municipality reserves the right to partial acceptance of one or more bids, to withdraw any invitation to tender and/or to re-advertise or to reject any tender.

A set of tender documents and schedules can be obtained at a non-refundable cost of **R 551.25** including VAT. Tender documents can only be obtained at the compulsory information meeting which will take place at 10h00 on Tuesday, 14 May 2024 at the Karoo Hoogland Municipal Offices Boardroom, Herbst Street, Williston. Proof of payment should be e-mailed to Me Diana Vermeulen at d.vermeulen@karoohoogland.gov.za before 14 May 2024 and must accompany the submission of tender documents. Bank details are as follow: Karoo Hoogland Municipality, Standard Bank, Account Number 083 212 442, Branch Number 051008, Reference: Tenderer Company Name.

PLEASE ENSURE THAT ALL PARTNERS OF A JOINT VENTURE ATTEND THIS COMPULSORY MEETING. FAILURE TO ATTEND THE MEETING WILL RESULT IN THE BID BEING NON-RESPONSIVE.

Please note: The Municipality prefer that Senior Company Staff members or Brokers attend the compulsory site meeting as the Scope of Works, Schedules and the Tender Specifications will be discussed in detail. It remains the Bidder's responsibility to familiarise themselves with and fully understand the tender specifications to be able to submit a responsive tender.

The closing date for submissions is **24 May 2024 at 12h00**. Bids will be opened in public (Williston Municipal Offices Boardroom, Herbst street, Williston) 15 minutes after the stated closing time.

Tenders should be clearly marked: **BID KHM T003/04/2024: PROVISION AND ADMINISTRATION OF SHORT TERM INSURANCE FOR KAROO HOOGLAND MUNICIPALITY FOR A PERIOD OF THREE YEARS (36 MONTHS)** and must be deposited in the Tender Box of the Karoo Hoogland Local Municipality at the Reception Area, Williston Municipal Building, 2 Mulder str, Williston.

Please note that faxed, e-mailed or late quotations will not be accepted.

If no response is received in ninety (90) days after the closing date, consider your proposal unsuccessful.

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 must be registered on the Central Suppliers Database (CSD). Most recent CSD registration reports must be submitted. A current certified BBBEE status level certificate must be submitted in order to claim preference points. Should there be any non-disclosure of conflict of interest; the contract will be deemed null and void.

**MUNICIPAL MANAGER
KAROO HOOGLAND MUNICIPALITY
WILLISTON
8920**

DATE ADVERTISED:	06 MAY 2024
ADVERTISED IN:	MUNICIPAL WEBSITE, NOTICE BOARDS, E-TENDER AND FACEBOOK
DEPARTMENT:	FINANCE (BTO OFFICE)
CLOSING DATE:	24 May 2024
BID NR:	KHM T003/04/2024