



**LEJWELEPUTSWA**  
**DISTRICT MUNICIPALITY**  
*Office of the District Municipal Manager*

Cnr. Jan Hofmeyer & Tempest Road

P.O. Box 2163

WELKOM

9460

**REQUEST FOR PROPOSAL**

**RFP NO. 04/05/2026: APPOINTMENT OF A SERVICE PROVIDER FOR PROVISION OF SHORT-TERM INSURANCE FOR A PERIOD OF 3 YEARS.**

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**The Following Conditions will apply:**

- This proposal will be evaluated in terms of the **80/20** preference point system in terms of LDM Preferential Procurement Policy of 2022 and Supply Chain Management Policy, and for this purpose the **MBD1, MBD4, MBD6.1, MBD8** and **MBD9** must be scrutinized, completed and submitted together with your proposal. **Non-adherence to this request will lead to disqualification.**
- In order to claim preference points for specific goals. **1. B-BBEE** (10) a valid original or certified B-BBEE status level verification certificate (SANAS accredited) or a sworn affidavit completed on the DTI format must be submitted to validate the claim. **2. Locality** (10) The tenderer shall submit a Municipal Billing Clearance Certificate/municipal rates and service charges statement (not in arrears for more than 90 days), if renting a lease agreement and owner's copy of up-to-date municipal rates and service charges (not in arrears for more than 90 days). Should the tenderer not be based in the Lejweleputswa District Municipality, he shall submit a Municipal Billing Clearance Certificate issued by the municipality in which he/she is based.
- A valid SARS Tax Clearance Certificate and the tax compliance status pin to be submitted. It is the responsibility of the bidder to ensure that the company's Tax Status remains **compliant** at ALL times.
- The National Treasury Central Supplier Database Summary report must be submitted.
- The validity period for submission must be **90 days** from the closing date.
- A tender offer not satisfying the stated eligibility criteria will be eliminated.
- Tenders that are deposited in the incorrect tender box or delivered at any other venue will not be considered.

**NB:** No proposals will be considered from the person in the service of the state.  
No late proposals will be considered.

**Enquiries:** Technical Enquiries – Mrs. ME Masehele ([clarki@lejwe.co.za](mailto:clarki@lejwe.co.za))  
SCM matters – Mr. M Macholo ([malemoh@lejwe.co.za](mailto:malemoh@lejwe.co.za))

Completed tenders in a **sealed** envelope endorsed "**APPOINTMENT OF A SERVICE PROVIDER FOR PROVISION OF SHORT-TERM INSURANCE FOR A PERIOD OF 3 YEARS.**", must be placed in the Tender Box Corner Jan Hofmeyer and Tempest Road, Welkom, 9460 or posted to PO Box 2163, Welkom, 9460 on or before **Friday, 12 June 2026 at 12:00 pm**

Tender documents will only be obtained from the e-Tender portal ([www.etenders.gov.za](http://www.etenders.gov.za))

**Mr. M. MAKHETHA**  
DISTRICT MUNICIPAL MANAGER