



BID NOTICE AND INVITATION TO BID

BID NO: TM021/2023/2024

PROVISION FOR PREPARATION OF GRAP COMPLIANT FIXED ASSETS REGISTER FOR MOVABLE & IMMOVABLE ASSETS FOR A PERIOD OF Three (3).

Tsantsabane Municipality is calling upon an experienced, competent, and Qualified Service Provider that will provide services for the preparation of GRAP Compliant Fixed Asset Register for immovable assets for a Period of 3 Years.

A Detailed specification will be attached to the tender document.

Bid Documents may be obtained from Tsantsabane Local Municipality offices at 13 Springbok Street Postmasburg, 8420, Northern Cape. **During office hours 08:00 to 16:30 Monday to Thursday) and 08:00 to 16:00 on Fridays. Bid documents will be available from the 06/06/2024. A Non –Refundable R1 000** is required upon collection of the tender document.

EFT Payments can also be made to the Municipal Account on the Following details;

- **Account Name** : **Tsantsabane Local Municipality**
- **Bank Account type** : **Cheque Account**
- **Bank Account No** : **23 003 5868**
- **Branch Code** : **050402**
- **Reference** : **TM021/2023/2024**

Bids are to be completed in accordance with the conditions attached to the Bid documents and must be sealed and endorsed with the relevant Bid Number and must be deposited in the official bid box clearly marked **“PROVISION FOR PREPARATION OF GRAP COMPLIANT FIXED ASSETS REGISTER FOR IMMOVABLE ASSETS FOR A PERIOD OF TWO (3)”**

Bid TM021/2023/2024 to be submitted in the tender documents at Tsantsabane Local Municipality No later than **12H00 on the 21 June 2024** at which Bids will be opened in Public. Bids shall be valid for a period of 90 days after the closing date of the submission of Bids. **Under no circumstances will be late tenders be accepted.**

Service Providers are requested to attach the following mandatory documents for their bids on the pages indicated in the bid document:

- Valid SARS Tax Compliance pin
- MBD1,2, 3.1 ,4,6.1,7.1 ,8 & 9 (signed after the date of the Advert
Proof of Business registration
Original Certified copies for the entity owner.
Valid original or certified copy of BBBEE Verification certificates, or original sworn affidavit
- N.B All certification must not be more than 3 months old and must in its original format.
- Proof of municipal rates clearance for the company and director of the company or a signed lease agreement by both and confirmation that there is no billing where the entity is based.
- A trust, consortium or joint venture must submit a consolidated BBBEE Status level verification certificate for every separate Bid and Joint Venture agreement.
- N.B Tender documents must be filled /completed in its original format; no copies will be accepted not be accepted.

- Failure to submit mandatory documents will be deem the tender non-responsive and it will not be evaluated further
- Company Profile with traceable reference, any Join Venture agreement (where applicable)

Enquiries related to this tender should be addressed to Mr. Leonard Cookley at telephone number (053) 313 7300

Physical address:

Tsantsabane Municipality
13 Springbok Street
Postmasburg
8420