

eDumbe Municipality

10 Hoog Street
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PAULPIETERSBURG 3180



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ALL CORRESPONDENCE TO BE ADDRESSED TO THE MUNICIPAL MANAGER

DATE: 13 August 2021

ADVERTISEMENT

REQUEST FOR FORMAL WRITTEN PRICE QUOTATION BID NUMBER FWPQ 02/2021/22 2020/21 AFS REVIEW SERVICES

REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS

eDumbe Municipality wish to invite formal quotations for the **2020/21 AFS REVIEW SERVICES** - as detailed on the attached list:

Interested companies should place their formal written price quotation in a sealed envelope marked of **2020/21 AFS REVIEW SERVICES, FWPQ 02/2021/22** in the Tender Box at Reception Area of eDumbe Municipality Offices before **Thursday, 19 August 2021 at 12Hoo.**

The following conditions will apply:

- Price quoted must be firm and valid for at least 30 days from date of your offer.
- Payments of valid Tax Invoices are made in 30 days from date of Receipt.
- A valid tax clearance certificate must be submitted.
- An original certified BBEE certificate must be submitted
- Registered companies with both Municipal database and Central Supplier Database.
- CSD compliance assessment report will be utilized to verify your tax matters.
- Complete MBD4, MBD 6.1, MBD 8 and MBD9 forms (on website www.edumbe.gov.za)
- Company registration certificate must be submitted
- The successful provider will be the one scoring the highest points
- This quotation will be evaluated in terms of the 80/20 preference point system as prescribed in the Preferential Procurement Policy Framework Act (No 5 of 2000)
- No quotation will be considered from people in the service of the state.
- No award will be made to a person whose tax affairs are not in order.
- Your quotation should be itemised to allow us to negotiate where possible.

General Enquiries: Bonisani Buthelezi at buthelezibw@edumbe.gov.za

Yours faithfully


J.F.K KHUMALO
Acting Municipal Manager

TERMS OF REFERENCE FOR AFS REVIEW

- ✓ Review of Annual Financial Statements to be submitted to AG
- ✓ Completion of GRAP checklist
- ✓ Reviewing of audit working paper file
- ✓ Review of Annual Performance Report and Annual Report
- ✓ Comparison and determination of areas of high risk have been adequately addressed and resolved in AFS and working paper file

EVALUATION CRITERIA (AFS SUPPORT)

Item	Description	Maximum Point	Points
1.	Relevant experience	40	
	<i>Proof of similar projects completed in the past 10 years</i>		
	3 or more similar projects		40
	2 similar projects		30
	1 similar projects		20
	0 similar projects		0
2.	KEY PERSONEL EXPERIENCE <i>(Relevant Credentials)</i>	10	
	<i>Proof of work experience</i>		
	More than 5 years		10
	2 to 5 years		8
	Less than 2 years		5

3	QUALIFICATIONS OF KEY PERSONNEL		
	Relevant Honours Degree /CA(SA) Minimum 4 CA(SA)	x4	10 points per Honours Degree
	Relevant Degree		05 points per Degree
	Relevant Diploma		03 points per Diploma
4	PREVIOUS EXPERIENCE ON FINANCIAL SYSTEM – Caseware		
	2 Similar Projects		10
	1 Similar Projects		5
	0 Similar Project		0
5	APPROACH AND METHODOLOGY		
	Comprehensive Methodology		10
	Average Methodology		5
	Poor Methodology		3
6	PROOF OF REGISTRATION ACCREDITED BODY		5
7	Understanding of Caseware		5