

**COMPILATION AND MAINTENANCE: GRAP & MSCOA COMPLIANT
FIXED ASSET REGISTERS
BID NO: EDUMT07/2024/25**



Suitably qualified and experienced service providers are hereby invited to submit bids to be appointed as Consultant: Compilation & Maintenance of GRAP and mSCOA compliant Fixed Assets Register of eDumbe Municipality for 36-month period. Adherence to the municipality's Supply Chain Management

Policy and Assets management Policy is essential.

Tender documents will be available at eDumbe Local Municipality after reservation through email: nkambulep@edumbe.gov.za as from **Thursday, 13 February 2025** for collection at the municipal offices. Documents will also be available for download on the eTenders and municipal websites. A compulsory & non-refundable tender document fee of R938.66 is payable for all bids submitted.

Bank	Account Number	Account Holder
FNB	53280005944	eDumbe Municipality

The Evaluation Criteria will be contained in the "Tender document" and can be requested via email on nkambulep@edumbe.gov.za. Bids will be vetted for administrative compliance, after which will be evaluated as per SCM two stage process where we will consider functionality and preferential procurement requirements. The closing date will be **Monday, 17 March 2025 at 12h00** Paulpietersburg, where after, bids will be opened in public.

Bidders must meet the eligibility criteria/requirements for their submissions to be considered. Bidders must have a track record on similar projects and must produce valid evidence to support their bids. Prospective bidders must register on eDumbe Local Municipality's Suppliers Database and National Treasury Web "Central Suppliers Database". No quotation will be considered from people in the service of the state.

Qualifying bidders may be invited in to do a presentation. The eDumbe municipality does not bind itself to accept the lowest or any bid and it reserves the right not to accept the whole or any part of the bid. The successful bidder will be placed on strict time frames to achieve the milestones identified by the Municipality and the Municipality will reserve the right to terminate the contract as a result of non-compliance to the KPA's. This bid will be evaluated in terms of the 80/20 preference points claim in terms of the Preferential Procurement Regulations 2022.

Returnable Documents to be submitted:

- The bid validity period for this tender is 90 days from bid closing date.
- A valid tax pin certificate must be submitted.
- Proof of CSD (Central Supplier Database) registration summary extract needs to be attached to your bids.
- Completed and fully signed MBD1, MBD4, MBD 6.1, MBD 8 and MBD9 forms (on tender document)
- Company registration certificate must be submitted
- Original certified copy of Identity document for all directors not older than 3 months

- Municipal rates and taxes statement for the Company & Directors must not be in arrears for more than three (3) months or a valid Lease Contract reflecting who is responsible to pay municipal rates and taxes. Letter of arrangement for payment of municipal services.
- Letter of goodstanding (COIDA) and proof of goodstanding with the Unemployment Insurance Fund (UIF)
- Proof of payment for the bid.
- Your quotation should be itemised to allow us to negotiate where possible.

80 points for the price;

20 preference points will be allocated based on Specific goals allocated as per table below:-

Item	Description	Maximum Points	Points	Returnable's'
1.	Local economic development	20		Statement of Municipal Services Account, not older than 3 months or valid lease agreement for the business.
	Within KwaZulu-Natal Province		20	
	Outside KwaZulu-Natal Province		10	
	Any other areas		0	
	Total		20	

Written bids are to be submitted in a sealed envelope at the tender box at reception and clearly marked, "Acting Municipal Manager, GRAP & mSCOA Compliant Fixed Asset Registers, Bid no. "EDUMT07/2024/25", éDumbe Municipality, 10 Hoog, Paulpietersburg 3180. No faxed or electronic quotations will be acceptable. Canvassing to Councillors and or Municipal officials will result in disqualification and no faxed or electronic bids will be considered.

Technical enquiries can be made to the Manager: SCM, Mr BW Buthelezi at buthelezibw@edumbe.gov.za. Further information may be obtained from Miss ZP Nkambule, the Procurement Officer at nkambulep@edumbe.gov.za.



Mr MS Khanyile
The Acting Municipal Manager
éDumbe Municipality