



MOQHAKA LOCAL MUNICIPALITY


REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS (Over R30 000.00 up to a transactions value of R200 000.00 VAT included)

REFERENCE NUMBER: 1/1/2/2019-20

CLOSING DATE: 23 JULY 2019

CLOSING TIME: 12:00 PM

NON-REFUNDABLE FEE: **R 150.00**

Description	Contact Person
<p><u>POST-EMPLOYMENT MEDICAL AID BENEFITS AND LONG SERVICE AWARDS</u></p> <p>The Municipality request the services of a service provider to perform actuarial valuations of the Post-Retirement Medical Aid Benefits liability and the Long Service Awards liability of the Municipality in line with the requirements of International Accounting Standards 19 (IAS 19) as well as Actuarial Practice Note 301 (APN 301) of the Actuarial Society of South Africa and will also be in line with the principles outlined in Generally Recognised Accounting Practice 25 (GRAP 25).</p> <p>The valuation reports should be signed off by a Fellow member of the Actuarial Society of South Africa.</p> <p>Service providers are hereby requested to provide quotations for trees according to the following specifications.</p> <p>1. <u>REPAIR AND PAINT ROOF AT THE PARKS OFFICES</u></p> <p>Service providers are hereby requested to provide quotations for repair roof and paint according to the following.</p> <p>The valuation reports will contain the following:</p> <ul style="list-style-type: none">• Introduction and summary of results• Analysis of changes in membership over the valuation period;• Liability to the Municipality in respect of employee benefit arrangements;• Medical Contributions Table;• Projected expense in respect of employee benefits in the year following the valuation date;• Expected change in the accrued liability over the year following the valuation date;• Post-Employment Medical Subsidy Benefits valued;• Valuation Methods and Valuation Assumptions;• Valuation Results;• Sensitivity analysis to demonstrate the variability of the results to changes in the more important assumptions used;• Reconciliation of results to previous valuation;• Conclusion and recommendations. <p><u>The municipality has the following:</u></p> <ol style="list-style-type: none">1. A total of 820 Employees qualify for Long Service Awards,2. A total of 60 Pensioners Qualify for Post-Employment Medical Aid Benefits	<p>Mr Muller Tel: 056 216 9203 Email Address: muller@moqhaka.gov.za</p> <div data-bbox="1069 1254 1508 1556" style="border: 1px solid black; padding: 5px; text-align: center;"><p>SUPPLY CHAIN MANAGEMENT VERIFIED FOR COMPLIANCE</p><p>2019 -07- 12</p><p>Official Signature </p></div>

The aim of the valuation reports will be to enable the Municipality to raise appropriate provisions in its annual financial statements.

NB: The service provider must have at least 3 verifiable references where this work was performed to the required standards.

The following conditions to quotation exist:

1. The Municipal Supply Chain Policy will apply (Available at www.moghaka.gov.za);
2. Bidders who do not have BBBEE Certificates will not be disqualified;
3. Bidders should ensure that quotations are delivered timeously to the correct address as indicated below. If the bid is late, it will not be accepted for consideration. **Telephonic, facsimile, electronic/mailed and late quotations will not be accepted.**
4. All prices must include VAT;
5. Quotations will be evaluated according to the 80/20 points system as stipulated in the Preferential Procurement Regulations of 2017 that was promulgated by the Minister of Finance on 20 January 2017 in Government Gazette No 40553.
6. The quotation must be properly received in a sealed envelope which must clearly indicate the description of the bid, the bid number and the name and postal address of the bidder on the outside of the sealed envelope. Unmarked bids will not be taken into consideration and will be returned;
7. The lowest or any quotation shall not necessarily be accepted and the Municipality reserves the right to accept any part of the quotation;
8. Quotations submitted are to hold good for the period up until to 90 days;
9. Do not dismember this Quotation Document (do not take it apart or put documents between its pages);
10. All other documents of the submission must be attached behind this bid document;

Please attach the following **COMPULSARY DOCUMENTS:**

(Failure to submit the below mentioned documents will result in **immediate disqualification**)

1. Copy of company registration (CIPC-CK) documents that reflect company name, registration number, date of registration and active directors or members;
2. Certified copy of ID documents of the active directors or members which is not older than three (3) months (90 days);
3. Bidders must submit an original or originally certified copy of SANAS Accredited Broad-Based Black Economic Empowerment (B-BBEE) Status Level Certificate or the B-BBEE Sworn Affidavit which is signed by the commissioner of oaths or B-BBEE from IRBA will be acceptable. (Non-compulsory, failure to submit will result in no points awarded).
4. An original and valid tax clearance certificate or tax compliance status reference pin issued by SARS must be attached to this bid document;
5. The bidding entity as well as all its directors must submit the Municipal rates and taxes statement, which is not older than three (3) months / 90 days in arrears or valid lease agreement which is in the name of the business and, which must stipulate the responsibility of payment of municipal services.
 - 5.1 If the responsibility of payment of municipal services is that of the tenant / lessee, please provide proof of payment of those services.
 - 5.2 If the business operates from the different address as per the CIPC document, an affidavit certified by the commissioner of oaths must be attached.
 - 5.3 If the statement is in the Landlord's or Director's name an affidavit certified by the commissioner of oaths must be attached.
6. The Central Supplier Database (CSD) registration summary report. **NO AWARD WILL BE MADE TO A SUPPLIER WHO IS NOT REGISTERED ON THE CSD.**
7. The following completed and **signed documents to the bid:** (Obtainable from the SCM section After paying the non refundable fee of **R150.00**).
 - 7.1 MBD 1: Invitation to tender;
 - 7.2 MBD 4. Declaration of Interest;
 - 7.3 MBD 6.1 Preferential Points;
 - 7.4 MBD 8: Declaration of bidders past supply chain management practices
 - 7.5 MBD 9: Certificate of independent bid determination.

If the MBD forms are not completed & submitted, your quotation will be rejected.

8. Delivery charges MUST be included in the price for "Supply and Delivery of Goods" or it should be clearly indicated.
9. In terms of Joint Venture: bidders must attach a joint venture agreement;
10. Municipality will only communicate the outcome of the bid with successful bidder and more information can be obtained from the municipality website;

NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE AS DEFINED IN THE MUNICIPAL SUPPLY CHAIN MANAGEMENT REGULATIONS (GOVERNMENT GAZETTE NO 27636 DATED 30 MAY 2005.

SUBMISSION DETAILS

The quotation and supporting documents sealed in an envelope and externally endorsed with the relevant quotation number and description and placed in a bid box, on the Ground Floor, Municipal Building, Hill Street, Kroonstad.

CONTACT DETAILS FOR ENQUIRIES

All enquiries pertaining to Supply Chain Management Matters contact 056 216 9183 / 9143.
For Technical, queries contact Mr Muller at 056 216 9203.