

TENDER NOTICE AND INVITATION TO TENDER

CALL FOR PROPOSALS: PANEL OF SERVICE PROVIDERS FOR THE PROVISION OF FINANCIAL MANAGEMENT AND GOVERNANCE IMPROVEMENT SUPPORT PROGRAM FOR A PERIOD OF 36 MONTHS- ILM/SCM/14/2021

Tenders are hereby invited in terms of Section 110 of the local government: Municipal Finance Management Act 56 of 2003 read with Paragraph 12d (l) of the Impendle Local Municipality supply chain management policy for the Panel of service providers who will provide **financial management and governance improvement support program for a period of three (3) years as when required.**

Proposals must be submitted on the original tender documents as issued by the municipality and must remain valid for ninety (90) days after the closing date of the tender. Technical enquiries can be addressed to the Budget and Treasury office Manager, **Mr. N. Mkhize** on **033 996 6052** or nkosinomusan@impendle.gov.za . Further information relating to SCM may be obtained from **Mr. M.C Khubone**, Supply Chain Management Unit, on **033 996 6019** or mzamok@impendle.gov.za

Prospective tenderers are required to reserve documents by emailing nelisiwez@impendle.gov.za, there after a non-refundable fee of R417.00 will be payable on the banking details that will be provided upon reservation.

Documents will be distributed only to the service providers that have reserved and paid for the tender documents. Tender Closing Date: 12h00 on Monday, 01 March 2021.

The tender will be adjudicated in three stages of which the first stage will be eligibility, second stage functionality and the third stage will Price and BBBEE. Each bidder must have submitted all the required documentation at eligibility stage and must score **70 points** for functionality to be considered for the next stage of evaluation. The 80:20 Preference points System will be used in the evaluation of price and preference points and preference points will only be allocated to bidders who submitted their BBBEE verification certificate.

Bidders should offer all, some, or any of the training modules to be eligible to bid:

- Preparation of GRAP Compliant Annual Financial Statements
- Consolidation and/or review of financial / accounting records management.
- Develop and/or review of financial internal controls.
- Develop and/or review of documented business processes and procedure in line with MSCOA
- Tariff restructuring
- Debt reconciliation
- Consolidation of payroll systems and salary records

- Transitional costs relating to existing staff/personnel, limited to retrenchment packages, relocation costs and salary equalization
- Consolidation and/or review of assets and liabilities
- Reconciliation and review of consolidated VAT
- Debtors ageing consolidation review
- Interim AFS review
- Merging asset registers
- Assets management
- Review of Performance Management Report
- Assists management in understanding and assessing risk;
- Evaluates the adequacy of techniques and controls to manage risk;
- Provides an assessment of the level of comfort that risk management, control and governance processes are adequate and effective;
- Vat recovery and review of vat returns.
- Provide guidance for the implementation of the new amended legislation to ensure full compliance.
- Attend to any queries that may arise from the SARS or the Auditor-General with regards to the assignment.
- Basic training and skills transfer in respect of the VAT legislation implementation
- Audit coordination
- Data Cleansing
- Landfill site calculation
- Actuarial valuation

Compulsory requirements for this bid are outlined on page 44 of the bid document under “eligibility of tender”

Tenders may only be submitted on the tender documentation that is issued. Sealed tender documents marked "**TENDER NUMBER ILM/SCM/14/2021**". Call for proposals for the panel of **financial services (ILM/SCM/14/2021)** and must be deposited in the **TENDER BOX** situated in the main office, Impendle Local Municipality, 21 Mafahleni Street, Impendle, 3227 by no later than 12:00pm on **Monday 01 MARCH 2021**, where after tenders will be opened in public.

TELEGRAPHIC, TELEPHONIC, TELEX, FACSIMILE, E-MAIL AND LATE TENDERS WILL NOT BE ACCEPTED.

Bids will be evaluated and adjudicated in terms of the criteria contained in the bid document where the Preferential Procurement Policy Framework Act, NO. 5, 2000 and the regulations pertaining thereto as amended in 2017, Impendle Municipality's Supply Chain Management Policy will apply. Prospective bidders must be registered with National Treasury's Central Supplier Database in-order to be eligible to bid.

All bids which does not meet the compulsory requirements as outlined in the bid document will be considered non-responsive and will not be evaluated further. Impendle Local Municipality does not bind itself to accept the lowest or any tender, or to furnish any reason for the acceptance or rejection of a tender.

Mr ZC Tshabalala
Municipal Manager.