



THEMBELIHLE

LOCAL MUNICIPALITY
PLAASLIKE MUNISIPALITEIT
U-MASIPALA WASEKUHLENI

Incorporating the towns of Strydenburg and Hopetown

Northern Cape Province, Republic of South Africa

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TENDER TLM09/2018/2019 – REQUEST FOR PROPOSALS FOR THE COMPILATION OF ANNUAL FINANCIAL STATEMENTS FOR THE 2018/19; 2019/20 AND 2020/21 FINANCIAL YEARS.

CLOSING DATE: 29 MAY 2019 AT 12H00

Thembelihle Local Municipality, situated in the Northern Cape and covering the towns of Hopetown and Strydenburg, is committed to continuously improving the way that we do business. Proposals are hereby requested from prospective service providers for the compilation of annual financial statements for the **2018/19; 2019/20 and 2020/21** financial years.

Individuals and organisations are welcome to submit proposals. One bidder will be appointed for a three year period. The successful bidder will report directly to the Chief Financial Officer. The appointee's main responsibilities will be as follows:

- ✓ Compilation of the Annual Financial Statements for the **2018/19; 2019/20 and 2020/21** financial years.
- ✓ Assist with responses to; and addressing matters raised by the AG-SA.
- ✓ Ensure that all steps are taken during the year to guarantee an improved audit opinion for the **2018/19; 2019/20** financial years and a clean audit opinion for the **2020/21** financial year.
- ✓ Provide technical support with the implementation of SCOA at Thembelihle Local Municipality.

Before compiling your tender, please take cognisance of the following:

- ✓ Thembelihle Local Municipality's Database form must accompany the tender.
- ✓ Company profile and Tax Clearance Certificate for "Tender" must accompany the tender.
- ✓ Certified copies of originals of company registration documents and ID documents for directors.
- ✓ Certified copies of relevant qualifications and identity document of the individual(s) who will be assigned to the project if tender is submitted by company.
- ✓ Any tenders submitted by individual tenderers must also include certified copies of qualifications and identity document.
- ✓ CV's of the individual who will be assigned to work on the project.
- ✓ Thembelihle Local Municipality does not bind itself to accept the lowest bid or any tender and reserves the right to accept the whole or part of a bid.
- ✓ Late or incomplete; unsigned; electronically and faxed bids will not be accepted.

Prospective tenderers must provide full details on the costing of the project in such a way that it will be possible to fairly and accurately determine the expected annual costs of services rendered.

Tender documents are obtainable from Mr. E Mouton or Mrs. N Jaxa at telephone 053 203 0005/8 at a non-refundable deposit of **R1000.00** (VAT inclusive). Payment can be made in cash by the Thembelihle Cashier Point in Hopetown or via EFT at the below banking details:

Thembelihle Local Municipality.
Bank: Standard Bank
Account Number: 041879171
Reference: TLM 09-2018/19

Please ensure that you fully understand the Terms of Reference below. If uncertain, please contact Mr. E. Mouton on the above stated number.

The tender will be evaluated on functionality and points will be awarded on the 80/20 Preference Points system as prescribed by the Preferential Procurement Policy Framework Act 5 of 2000.

Only tenders with the following pre-qualification criteria will be considered:

Level 1 BBBEE contributor

Michael R Jack

Municipal Manager

