

KOUGA LOCAL MUNICIPALITY (EC108)
DIRECTORATE: OFFICE OF THE MUNICIPAL MANAGER
NOTICE NO: 113/2023

REQUEST FOR QUOTE (RFQ): APPOINTMENT OF A SERVICE PROVIDER FOR THE REVIEW OF 2022/23 ANNUAL FINANCIAL STATEMENTS OF KOUGA LOCAL MUNICIPALITY

Suitably Qualified, Capable and Experienced Service Providers are hereby invited to submit informal quote for the Appointment of a service provider for the Review of 2022/23 Annual Financial Statements of Kouga Local Municipality.

A non-compulsory virtual clarification session will be arranged for **Tuesday, the 30 May 2023 @10:00am**. Prospective bidders can use the very same link below which is directly from this advert, it will link them directly to the meeting.

Join Zoom Meeting

<https://kouga-gov-za.zoom.us/j/93767690169?pwd=em13Sm1mVWl2QW55MndRczVnUDdtZ09>

Meeting ID: 937 6769 0169

Passcode: 697403

DETAILED SPECIFICATION IS AVAILABLE ELECTRONICALLY:

Compulsory Terms of Reference Document containing specifications and necessary documentation will be available on E-Tender portal www.etender.gov.za or the municipal website www.kouga.gov.za. An electronic copy of the tender document will be available on E-Tender portal www.etender.gov.za or the municipal website www.kouga.gov.za as from Thursday, 25 May 2023. After downloading the tender document from the website each prospective bidder **MUST** ensure that all the pages of the tender document are printed.

CONDITIONS OF THIS RFQ:

- Telegraphic, telephonic, telex, facsimile, email or late tenders will not be accepted.
- This contract will be evaluated on the 80 (price)
- The specific goals would be for a maximum point of 20 points. To claim for specific goals prospective bidders MUST submit proof/required documents.
- **An electronic copy of the completed tender document with returnable documents must be submitted with tender submission saved in a flash drive or CD. Failure to submit AN ORIGINAL HARD COPY AND A COPY ON EITHER USB or CD will deem the bid non-responsive.**
- **Bidders must be registered with the Independent Regulatory Board for Auditors.**
- A valid SARS Tax Compliance Status Pin may be requested to verify tax status.
- Prospective Service Providers must register on Kouga Municipality's Supplier database as per the registration requirements.
- The National Treasury Central Supplier Database Summary report must be submitted.
- The Council reserves the right to accept any tender and, or part thereof, appoint more than one contractor, and does not bind itself to accept the lowest or any tender. The Council reserves the right to appoint any contractor.
- The validity period for submission must be 90 days from the closing date.
- RFQ's that are deposited in the incorrect box or delivered to any other venue will not be considered.

Any information regarding this formal quote can be obtained from Mr. I. Fakir and at 042200200 or ifakir@kouga.gov.za and copytenders@kouga.gov.za

Quotations in a sealed envelope endorsed "**NOTICE NO: 113/2023: "APPOINTMENT OF A SERVICE PROVIDER FOR THE REVIEW OF 2022/23 ANNUAL FINANCIAL STATEMENTS OF KOUGA LOCAL MUNICIPALITY"**", must be placed in the Tender Box **21 St Croix Street (back entrance) or 16 Woltemade Street (front entrance)**, Jeffreys Bay, Room 122 on or before **MONDAY, 05 JUNE 2023 at 12:00.**

C. DU PLESSIS
MUNICIPAL MANAGER

P.O Box 21
JEFFREYS BAY
6330

For Placement:

Municipal Website/ Municipal Notice Boards in all offices/areas – 25 May 2023

ALLOCATION OF SPECIFIC GOALS:

NO	Specific Goals Categories	Max points allocation	Evaluation Indicators
1	B-BBE Status Level Contributor	10	As for BBBEE points allocation please see table above.
2	The promotion of enterprises located in a specific province for work to be done or services to be rendered in that province.	10	<p>10 Points- Located within the boundaries of the Kouga Local Municipality</p> <p>6 Points- Located within the boundaries of Sarah Baartman District Municipality</p> <p>4 Points- Located within the boundaries of the Eastern Cape</p> <p>1 Point- Outside of the boundaries of the Eastern Cape</p>