

KOUGA LOCAL MUNICIPALITY (EC108)
DIRECTORATE: CORPORATE & DIGITALSERVICES
NOTICE NO: 26/2023

EMPLOYEE WELLNES ASSISTANCE PROGRAMME FOR A PERIOD OF THREE (3) YEARS

Prospective Service Providers are hereby invited to submit tenders for the Provision of Employee Wellness Assistance programme for a period of thee (3) years to Kouga Local Municipality.

Tenders

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 Tuesday, 07 February 2023. After downloading the tender document from the website each prospective bidder **MUST** send a request to tenders@kouga.gov.za and copied to cplaatjies@kouga.gov.za.

The link will also be available on the municipal website.

A compulsory virtual clarification session will be arranged for the **Thursday, 16 February 2023 @12:00pm**. **Any RSVP or show of interest, received after 11:30am on the 16 February 2023 would not be considered.** Prospective bidders can use the very same link below which is direct from this advert, it will link them directly to the meeting.

Join Zoom Meeting

<https://kouga-gov-za.zoom.us/j/95093387155?pwd=azhUOXZ6bEszOXQxR0hRUzB3Z2VsUT09>

Meeting ID: 950 9338 7155
Passcode: 033699

Please note:

- 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.**
- **A minimum functional assessment score of 42 points will apply to this tender.**
- A valid SARS Tax Clearance Certificate and the Tax compliance Status pin to be submitted.
- 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.
- Tenders that are deposited in the incorrect box or delivered to any other venue will not be considered.

Any inquiries relating to this tender must be submitted in writing via e-mail to tenders@kouga.gov.za and copied to cplaatjies@kouga.gov.za.

Completed documents in a sealed envelope endorsed "**NOTICE NO: 26/2023: "EMPLOYEE WELLNES ASSISTANCE PROGRAMME FOR A PERIOD OF THREE (3) YEARS"**", must be placed in the Tender Box 21 St Croix Street (back entrance) or 16 Woltemade Street (front entrance), Jeffrey's Bay, Room 122 on or before **THURSDAY, 09 MARCH 2023 at 12:00.**

C. DU PLESSIS

P.O. Box 21

MUNICIPAL MANAGER

JEFFREYS BAY
6330

For Placement: Herald – 07 February 2023

Municipal Website/ Municipal Notice Boards in all offices/areas – 07 February 2023