



THEMBELIHLE

LOCAL MUNICIPALITY
PLAASLIKE MUNISIPALITEIT
U-MASIPALA WASEKUHALENI

Incorporating the towns of Strydenburg and
Hopetown
Northern Cape Province. Republic of South Africa

✉ Private bag X3 HOPETOWN 8750
Church Street HOPETOWN 8750
☎ (053) 2030005/8
Fax (053) 2030490
www.thembelihlemunicipality.gov.za

TENDER TLM11-2014 – REQUEST FOR SPECIALISED SUPPORT IN COMPILING ANNUAL FINANCIAL STATEMENTS FOR THE 2014/15; 2015/16 AND 2016/17 FINANCIAL YEARS

CLOSING DATE 10 DECEMBER 2014 AT 14H00

Thembelihle Local Municipality, situated in the Northern Cape and covering the towns of Hopetown and Strydenburg, is committed to continuously improve the way that we do business. For this reason it was decided to request tenders from prospective Service Providers to provide specialist support in compiling annual financial statements for the 2014/15; 2015/16 and 2016/17 financial years.

Tenders are requested from both individuals and organisations and the intention is that one person will be appointed for a three year period starting on 1 January 2015 and ending on 31 December 2018. The appointee will report direct to the Chief Financial Officer and will have no staff reporting to him/her. The appointee's main responsibilities will be as follows:

- ✓ Compile the Annual Financial Statements for the 2014/15, 2015/16 and 2016/17 financial years.
- ✓ Ensure that all steps are taken during the year to guarantee an improved audit opinion for the 2014/15 and 2015/16 financial years and a clean audit opinion for the 2016/17 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 managers.
- ✓ Certified copies of relevant qualifications and identity document of the person 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 your qualifications and identity document.
- ✓ CV's of the person 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 or to accept bids from more than one Service Provider.
- ✓ Late or incomplete; unsigned; electronically and faxed bids will not be accepted.

Prospective tenderers must provide full details on the costing of the support in such a way that it will be possible to fairly accurately determine the expected annual costs of services rendered. Performance bonuses could be included should specific targets be met.

Tender documents are obtainable from Mrs. Walters or Ms. Jaxa at telephone 053 203 0005/8 at a non-refundable deposit of R200 (VAT inclusive).

Please ensure that you fully understand the Terms of Reference below. If uncertain, please call the Chief Financial Officer (Mr. Gerhard Butterworth) on 053 203 0005/8.

The tender will be evaluated on the 90/10 Preference Points system as prescribed by the Preferential Procurement Policy Framework Act 5 of 2000.

A M Mogale
Municipal Manager