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**XHARIEP DISTRICT MUNICIPALITY**

**RE-ADVERTISEMENT**

**REQUEST FOR BIDS: SHORT TERM INSURANCE**

Xhariep District Municipality hereby invites service providers to submit BIDS for the provision of short term insurance services.

**Bid reference number:** XDM-INSURANCE 15/16-2

**Bid Documents available from:** Xhariep District Municipality  
20 Louw Street  
Trompsburg  
9913  
Supply Chain Management Office

**Advert date:** 03 June 2016

**Closing date:** 23 June 2016, at 12:00 (mid-day, on the municipal bid clock)

**Tender box:** Xhariep District Municipality  
20 Louw Street  
Trompsburg  
9913

**Enquiries:** Mr MC Mogoale  
Acting Chief Financial Officer  
Tel: 051 713 9300/307  
Fax: 051 713 0461

**Instructions with the depositing of tenders:** Address tenders to:  
Mr. MM Kubeka  
Municipal Manager  
Xhariep District Municipality  
20 Louw Street  
Trompsburg  
9913

## SPECIAL CONDITIONS OF A TENDER:

- Bid documents are available at **R450.00 non-refundable cash payment.**
- Bids must be enclosed in a sealed envelope clearly stating the tender number.
- All prices quoted must be VAT inclusive, except in the case of non-VAT vendors.
- No bid document will be accepted if not properly sealed and marked;
- The general conditions of contract will be applicable to this tender;
- Bids not signed by the bidders will be rejected;
- A valid original tax clearance certificate and proof of municipal rates and taxes must be attached;
- No rectification/correction fluid may be used on the document;
- Bids received after closing **TIME** and/ or **DATE** will **NOT** be considered;
- All bids that do not comply with the above conditions will be disqualified in terms of section 13 of the supply chain management regulations no. 27636 of 30 May 2005.
- The bid with the lower/lowest price or higher/highest points may not necessarily be accepted
- The Municipality reserves the right to sub-divide the contract and/or accept any portion of any bid thereof;
- Xhariep District Municipality reserves the right not to award any contract to any bidder;
- Supplier(s) shall be subjected to vetting/or reference checking prior to awarding of a contract or services;
- Each page of General Conditions of a Contract "GCC" to be initialled by the service provider/supplier;
- **Short listed bidders may be called in for presentations; and**
- **Bids must be delivered personally and be placed in the Xhariep District Municipality's tender box. No emailed or faxed tenders will be accepted.**

Approved  
[Signature]  
2016/05/31