



An area of unfound diversity

Xhariep

District Municipality

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Website: www.xhariep.gov.za Email: martyr@xhariep.gov.za

XHARIEP DISTRICT MUNICIPALITY

RE-ADVERTISEMENT

BID INVITATION: VERIFICATION OF QUALIFICATIONS, JOB ALIGNMENT AND THE REMUNERATION OF EMPLOYEES FOR XHARIEP DISTRICT MUNICIPALITY

Bids are hereby invited from suitably qualified service providers to submit bids to undertake qualification verification, job alignment and the remuneration of employees for Xhariep District Municipality. The prospective service providers will be expected to undertake the following:

- Verify correctness of appointments in positions;
- Verify and audit qualifications and their relevance to positions;
- To identify if jobs of the same level are remunerated equally, considering entry levels, etc;
- To verify if there are under qualified employees earning like qualified employees; and
- Make recommendations in each instance with regard to fairness and remedial action.

Bid reference number: XDM QJR VERIFICATION 13/14

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

Closing date: 09 October 2013, at 12:00 (mid-day, on the municipal clock)

Tender box: Xhariep District Municipality
20 Louw Street
Trompsburg
9913

Enquiries: Mr. TF Deeuw
Acting Director Corporate Services:
Tel: 051 713 9300/305
Fax: 051 713 0461

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

SPECIAL CONDITIONS OF A TENDER:

- The bid will be evaluated using 80/20 preference points system.
- Bid documents are available at **R300.00 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.
- **Bids must be delivered personally and be placed in the Xhariep District Municipality's tender box. No emailed or faxed tenders will be accepted.**