

An area of unfound diversity

**Xhariep**

District Municipality

Private Bag X 136, TROMPSBURG, 9913, Tel: (051) 713 9300, Fax: (051) 713 0461

Website: [www.xhariep.gov.za](http://www.xhariep.gov.za) Email: [moletsanel@xhariep.gov.za](mailto:moletsanel@xhariep.gov.za)

### BIDS INVITATION: SHORT TERM INSURANCE

Xhariep District Municipality hereby invites potential insurance broker(s)/supplier(s) for provision;

- SHORT TERM INSURANCE

**Bid reference number:** XDM-INSURANCE 18/19

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

**Advertisement date** November 20, 2018

**Closing** December 07, 2018, at 12:00 (mid-day, on the municipal bid clock)


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

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

**Instruction for submissions of tenders:** Address tenders to:  
Ms LY Moletsane  
Municipal Manager  
Xhariep District Municipality  
20 Louw Street  
Trompsburg  
9913

## SPECIAL CONDITIONS OF A TENDER:

- Bid documents are available at **non-refundable cash payment of R600.00 and;**
- The 80/20 preference points system will be used for all these tender/bid.
- Proof of (CSD) Central Supplier Database Registration must accompany the bid document.
- Bids must be enclosed in a sealed envelope clearly stating the tender number.
- No bid documents will be accepted if not properly sealed and marked.
- The general conditions of contract will be applicable to this tender.
- **Each page of General Condition of a Contract "GCC" to be initialled by the service provider/Insurance Broker.**
- Bids not fully completed and signed by the bidders will be rejected.
- Proof of municipal rates and taxes/lease agreement must be attached.
- No rectification/correction fluid will 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.
- 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 placed in the Xhariep District Municipality's tender box. No emailed or faxed tenders will be accepted.**



Ms LY Moletsane  
Municipal Manager