



REQUEST FOR FORMAL WRITTEN QUOTATIONS NOTICE NO: 140/2021

Q08/2021- 2022: APPOINTMENT OF A SERVICE PROVIDER TO ASSIST WITH THE RECRUITMENT AND SELECTION PROCESS OF SECTION 56/57 MANAGERS AND VETTING / SCREENING OF OTHER APPLICANTS AND EMPLOYEES

Cederberg Municipality hereby invites formal written price quotations a service provider to assist with the recruitment and selection process of section 56/57 Managers and vetting / screening of other applicants and employees.

Documents with specifications are obtainable, during office hours, from The Supply Chain Management Unit, Cederberg Municipality, 2A Voortrekker Street, Clanwilliam.

Technical enquiries relating to the quotation documents may be addressed to: Mr. H. Witbooi
e-mail: henryw@cederbergmun.gov.za

The closing time for submission of quotations is 12h00 on Thursday, 09th September 2021. Quotations must be sealed in an envelope clearly marked with the quotation number and title given above and placed in the bid box at Cederberg Municipality, 2A Voortrekker Street, Clanwilliam, on or before the mentioned time and latest date. Telephonic, facsimile, e-mail and late quotations will not be accepted. Quotations must remain valid for a period of 60 days after the closing date.

Notwithstanding the period for validity of quotations as set out in the bid documents, quotations shall be deemed to remain valid until formal acceptance by the Cederberg Municipality of an offer at any time after the expiry of the original validity period, unless the Cederberg Municipality is notified in writing of anything to the contrary (including any further conditions) by the bidder.

The evaluation of this quotation will be subjected to functionality scoring. Bidders must achieve a minimum functionality score of **50 out of 65 points for functionality in order to be evaluated further**. The functionality criteria and weighting is set out in the tender document.

Bids will be evaluated according to the 80/20 preference points system. The quotation is subject to the Council Supply Chain Management Policy, Preferential Procurement Policy Framework Act, 2000, and the Preferential Procurement Regulations 2017.

The Municipality reserves the right to withdraw any invitation to bid and/or re-advertise or to reject any bid or to accept a part of it. The Municipality does not bind itself to accept the lowest bid or to award a contract to the Bidder scoring the highest number of points.

NO QUOTATION WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE AS DEFINED IN THE MUNICIPAL SUPPLY CHAIN MANAGEMENT REGULATIONS (GOVERNMENT GAZETTE NO 40553 DATED 20 JANUARY 2017).

Mr A Titus
Acting Municipal Manager