



UMZIMVUBU

LOCAL MUNICIPALITY

ADVERT DATE: 09 MAY 2018

UMZ/2017-18/ACTUARIES

SERVICE PROVIDER TO DO ACTUARIES FOR EMPLOYEE BENEFITS

Bidders are hereby invited to submit proposals/Quotations for the calculation of rehabilitation of landfill sites (MT Frere and MT Ayliff provision as at 30 June 2018).

MANDATORY DOCUMENTS TO BE SUBMITTED FAILURE TO DO SO WILL LEAD TO BE NON RESPONSIVE.

Umzimvubu Local Municipality Supply Chain Management will apply. A valid Original Tax Clearance Certificate or confirmation from SARS with a verification pin, certified copy of company Registration/Founding Statement/CIPC Documents. Certified BBBEE certificate and a combined BBBEE for a joint venture (non-elimination item). JV Agreement for Joint venture. 80/20 evaluation criteria. Prices quoted must be firm and must be inclusive of VAT for vat vendors. Certified ID Copies of Managing Directors/ Owners. CSD Registration and MBD forms 4, 8 and 9 are compulsory submission and Billing Clearance certificate or Statement of Municipal Accounts. Certified copies of Certificates must not be later than 90 days of closing date. **No couriered, faxed, e-mailed and late tenders will be accepted.** Umzimvubu Local Municipality reserves the right not to appoint and value for money will be the key determinant. All quotation must be deposited in the quotation box situated at **Umzimvubu Local Municipality Offices at SCM office 813 Main Street, Mt Frere** not later than **12h00 noon on 18 May 2018**, where they will be opened in public. All tenders must be clearly marked "Name of the project or Reference number". All service providers must be registered on CSD and submit proof. The municipality will not make award any award to a person or persons working for the state.

Enquiries: All technical enquiries may be directed to Mr B Bavu-Ncoyini / Mr T Mbukushe (SCM Manager) 039 255 8556

Other enquiries regarding this Bid may be directed to the office of the Municipal Manager:

Attention: Mr G.P.T Nota

813 Main Street or P/Bag X9020

MT FRERE

5090

GPT NOTA (MUNICIPAL MANAGER)

TERMS OF REFERENCE

Quotation for the Actuarial Valuations of the Long Service Awards, as at 30 June 2018, in accordance with GRAP 25.

Umzimvubu Local Municipality hereby invites service providers/consultants to submit proposals & Quotation for the following service:

Scope of work to be performed

ZAQ proposes to perform actuarial valuations of the Long Service Awards liability of the Municipality in line with the requirements of International Accounting Standards 19 (IAS 19) as well as Actuarial Practice Note 301 (APN 301) of the Actuarial Society of South Africa and will also be in line with the principles outlined in Generally Recognised Accounting Practice 25 (GRAP 25). The valuation reports will be signed off by a Fellow member of the Actuarial Society of South Africa.

The valuation reports will contain the following:

- Liability to the Municipality in respect of employee benefit arrangements;
- Projected expense in respect of employee benefits in the year following the valuation date;
- Expected change in the accrued liability over the year following the valuation date;
- Sensitivity analysis to demonstrate the variability of the results to changes in the more important assumptions used;
- Interpretation of results in order to help focus management attention on the most important factors affecting the liability;
- Reconciliation of results to previous valuation;

The aim of the valuation reports will be to enable the Municipality to raise appropriate provisions in its annual financial statements.

A bidder who does not possess sufficient expertise as required will not be considered.

Functionality Assessment

Technical Evaluation

CRITERIA FOR FUNCTIONALITY POINTS

ITEM	QUALIFYING CRITERIA	POINTS	WEIGHTS
Qualification of the team	<i>Certificate as an Actuarial Specialist</i>	60	60
Traceable Reference	Three to four traceable references in the form of signed happy letters from clients	40	15
	One to two traceable references in the form of signed happy letters from clients.	20	
Previous Experience	5 or more years of relevant (experience for the Company)	25	25
	4 years of relevant Experience (experience for the Company)	20	
	3 years of relevant Experience (experience for the Company)	15	
	2 years of relevant Experience (experience for the Company)	10	
	1 years of relevant Experience (experience for the Company)	5	

TOTAL POINTS FOR FUNCTIONALITY 100

NB: ONLY BIDDERS WHO OBTAINED 60 OUT OF THE 100 POINTS FOR FUNCTIONALITY WILL QUALIFY FOR EVALUATION IN TERMS OF PRICE (STAGE 2).

The Preferential Procurement Policy Framework Act, Act 5 of 2017 will apply. The 80/20 system of adjudication will apply where 80 will be allocated for price and 20 will be for the preferential points. The details are tabled below.

Enquiries:

All technical enquiries may be directed to Budget & Treasury Office: B.Bavu-Ncoyini 039 255 8517 and SCM Mr T Mbukushe 0392558555. Other enquiries regarding this Bid may be directed to the office of the Municipal Manager: Mr GPT Nota.

This bid closes on the

