



# MAPHUMULO LOCAL MUNICIPALITY

## INVITATION FOR PROPOSALS

### INTERNAL AUDIT SERVICES

**BID NO: KZN294/IE0751/OMM/2021**

The Maphumulo Local Municipality invites proposals from qualified and experienced service providers to conduct internal audit service for the period of three (3) years. Detailed specification will be made available on the tender document.

Bidders must submit their proposals on the official Municipal bidding documents, which will be available at the Municipal offices, located at **P711 ROAD, LOT 152, Maphumulo as from Wednesday, 17 March 2021 until Friday, 19 March 2021. Cut off date for purchasing of tender document will be 19 March 2021 at 16h00.** A non-refundable document fee of **R500.00** is payable upon collection and payment must be deposited into **ABSA ACCOUNT NO: 4056102866**. No cash will be allowed.

Proposals in an enveloped marked **"INTERNAL AUDIT SERVICES"** shall be deposited into the tender box at: **Maphumulo Municipal Offices, P 711 Road, LOT 152, Maphumulo no later than 12h00 Monday, 12 April 2021** where they will be opened in public. Telegraphic, faxed or posted tenders **WILL NOT** be accepted.

**Bidders must submit the following mandatory returnable documents in order to be considered for this bid:**

- Printed copy of Tax Clearance Certificate accompanied by a pin for further verification
- Certified ID(s) copies of company director(s) (Not older than 3 months)
- Certified Copy of company registration (Not older than 3 months)
- Proof of payment for tender document
- Company Municipal rates, electricity or water account not older than 3 Months, proof of residential lease or rental or **SWORN Affidavits** accompanied by proof of resident if the business operates at a place of residence
- Completed and signed Municipal bidding document attached in the tender document
- Registered on Central Supplier Database.

**Evaluation will be done on the following two-stage process in terms of National Treasury Circular No: 53.**

**Stage 1:** Evaluation of functionality in terms of MFMA Circular 53. Only the service providers who achieve a minimum of 70% or 63 points of the total points will qualify for stage two of the Evaluation process:

**The points for stage one will be allocated as follows:**

<b>FUNCTIONALITY</b>	<b>POINTS</b>
Firm of Chartered Accountants	10
Team qualifications	20
Proven Track Record	30
Financial Viability	10
Methodology and scope	10
Credible internal audit reports	05
Audit Outcome	05
<b>Total</b>	<b>90</b>

**Stage 2:** The **80/20** Preferential Point System will be applied, where 80 points will be allocated for price and 20 points for B-BBEE Status. Bidders are encouraged to submit an original or certified copy of B-BBEE Certificate issued by SANAS Accredited Verification Agency. In case of EMEs bidder may submit an original **SWORN Affidavit** signed by a commissioner of oaths to claim Preference Points.

**All Technical enquiries relating to this tender must be directed to:** Mr S. Mbatha, on tel: (032) 481 4500 or e-mailed to: [sibonelo.mbatha@maphumulo.gov.za](mailto:sibonelo.mbatha@maphumulo.gov.za) and **SCM related enquiries must be directed to:** Mr Velani Dube, on tel: (032) 481 44546, during office hours (07h30 - 16h00) weekdays.

*The Maphumulo Municipality does not bind itself to accept the lowest or any tender and this tender will be valid for the period of 90 days after closing.*

**Mr P.N. MHLONGO: MUNICIPAL MANAGER**