

Invitation to SCM Transactions Audit 17/18 financial year

Blouberg Municipality



P.O. Box 1593
SENWABARWANA 0790
Tel: No.: 015 505 7100

E-mail: info@blouberg.gov.za

INVITATION TO BID

08 May 2018

Specification : PROPOSAL FOR SUPPLY CHAIN MANAGEMENT AUDIT

All prospective bidders are hereby invited to submit quotations for the following:

INTRODUCTION

Prospective Service Providers (Audit Firms) are hereby invited to submit proposals for provision of audit service for the Supply Chain Management transactions.

BACKGROUND

Blouberg Municipality seeks a Professional Service Provider to provide internal auditing services for procurement transactions above R 200 000 for the 2017/18 financial year and long term contracts.

DUTIES AND RESPONSIBILITY OF SERVICE PROVIDER

Express opinion on whether procurement of services above the determined threshold have been done in compliance with all applicable procurement laws, regulations and policies. Determine whether the procurement have been done in line with constitutional principles of fairness and competitiveness.

REQUIRED PROFILE OF THE AUDIT FIRM

- Lead partner/ Director must be registered with relevant professional body. (SAICA and IRBA Compulsory)
- The firm must indicate that it has the capacity, capability and experience to undertake the audit
- The firm must have a minimum of five reference letters
- The firm must have a physical address
- The firm must be registered on National Treasury CSD system
- The firm must be tax compliant
- The firm and Directors must have statement of municipal account (In case where a firm is a tenant and is not responsible for paying municipal bills, it must state so in an affidavit and submit confirmation and municipal statement from Landlord-firm)

10-05-2018

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SUBMISSIONS

Firms meeting the above requirements should submit their proposals as follows:

- An understanding of the terms of Reference and its capacity to deliver on the terms of reference.
- The methodology, work plan and time line for undertaking and completing the assignment and the deliverables.
- The proposed fees.

Proposals shall be evaluated on the following functionality and maximum scores. Any proposal scoring less than 60% shall be disqualified and will not be evaluated further on price.

1. Lead Partner Registered with IRBA and SAICA = 20
2. Experience of the firm (3 Reference letters) = 30
3. Acceptable Methodology = 10
4. Experience of the Lead Team member (10 years' experience and each year =1point)= 10
5. At least two team Members with more than three year audit experience (each member =5 points) = 10

The following documents are compulsory for all Bidders:

- CSD report not older than three(3) months
- Certified BBBEE certificate (preference point scoring system 80/20)
- MBD4, MBD6.1, MBD8 and MBD9 forms must be attached and can be downloaded from www.blouberg.gov.za

Interested audit firms that meet the above requirements are requested to submit their proposals on or before/on the 16 May 2018 at 12H00 PM at Tender box/ Procurement office, the municipality is not liable to accept the lowest or any other tender.

Channels to be followed in the instance wherein the bidder is aggrieved by the decision taken by the BLM in the implementation of its SCM system, any matter arising from a contract awarded in the course of its SCM system or any matter arising from the contract. (Regulation 49 & 50 of MFMA 56 of 2003)

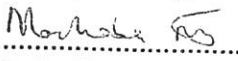
- The written dispute must be lodged within 14 days of decision to the BLM and attention to Makwela M(015 505 7100)
- The dispute, objection, complaint or query may be referred to the relevant provincial treasury if, it is not resolved within 60 days or no response is received from the municipality within 60 days.
- If the provincial treasury does not or cannot resolve the matter, the dispute, objection, complaint or query may be referred to the National Treasury for resolution.

NB This regulation must not be read as affecting a person's rights to approach a court at any time

For enquiries kindly contact the following officials from 08H00-16H00:

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|----------------------------------|-------------------|
| 1. Kgowa MW (Technical matters) | Tel:015 505 7100 |
| 2. Makobela MM (SCM) | Tel: 015 505 7100 |

Approved
Municipal Manager:


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Junias Machaba

Date: 10-05-2018