



## TENDER ADVERT

### uMGUNGUNDLOVU DISTRICT MUNICIPALITY

#### INVITATION FOR SERVICE PROVIDERS TO FORM A PANEL OF ADVISORS TO PROVIDE SHORT TERM INSURANCE FOR uMGUNGUNDLOVU DISTRICT MUNICIPALITY

#### TENDER NO. 05/2022

The uMgungundlovu District Municipality seeks professional service providers to form a panel of advisors to provide short term insurance in respect of our Insurance Portfolio for the period of three (3) years.

Tender documents can be downloaded from the municipal website at [www.umdmd.gov.za](http://www.umdmd.gov.za) / etenders portal at [www.etenders.gov.za](http://www.etenders.gov.za) or alternatively can be collected from offices of the Cashier at the uMgungundlovu District Municipality, 242 Langalibalele Street, Pietermaritzburg. If tenders are collected, a non-refundable tender deposit of R150.00 is payable to the uMgungundlovu District Municipality. Any queries can be directed to Ms. Linda Ngubane via email [linda.ngubane@umdmd.gov.za](mailto:linda.ngubane@umdmd.gov.za). **A compulsory Briefing Session** will be held on **07 June 2022** at **10am** at uMgungundlovu District Municipality Council chamber, 242 Langalibalele Street, Pietermaritzburg, all Covid 19 health and safety protocols will be followed. Non-attendance at the Compulsory Briefing Session will render any submission invalid.

Tender submissions must be properly bound and must be placed in the tender box situated on the ground floor of the uMgungundlovu District Municipality, 242 Langalibalele Street, Pietermaritzburg, before 12h00 on **13 June 2022**, in a sealed envelope which is clearly marked with the Tender Number and Tender Description. Late Tenders or Tenders received by way of Facsimile or E-Mail will under no circumstances be considered.

Tenderers will be evaluated in terms of the eligibility criteria.

**Tenderers are required to submit a minimum of three written testimonials from clients that are either Local/District municipalities or organs of state for claims above R200 000 settled for the past 3 years to substantiate their ability to undertake the required services and proof of a minimum of three current/previous insurance contracts with Local/District municipalities or organs of state within South Africa.**

**Tenderers must be registered with FSCA and must provide a certified copy of their accreditation certificate as proof of membership to the aforesaid organization.**

All service providers intending to submit a tender are required to be registered on the Central Supplier Database.

Tenderers shall take note of the following Tender Conditions:

- uMgungundlovu District Municipality's procurement policy will apply,
- uMgungundlovu District Municipality does not bind itself to accept the lowest tender or any other tender and reserves the right to accept the whole or part of the tender,
- Tenders submitted are to be valid for a period of 90 days from the closing date for submissions of tenders.

**Dr. RMB Ngcobo**  
**Municipal Manager**  
**uMgungundlovu District Municipality**