

**QUOTATIONS ARE HEREBY REQUESTED IN ACCORDANCE WITH THE SCM REGULATIONS SECTION 18 OF THE LOCAL GOVERNMENT MUNICIPAL FINANCE ACT 56 OF 2003, FOR THE PURCHASE OF ITEM/S THAT COULD BE ABOVE R30 000.00 UP TO A TRANSACTION VALUE OF R200 000.00 INCLUDING VAT..**

QUOTATIONS MUST BE SUBMITTED IN SEALED ENVELOPES CLEARLY MARKED **“REVIEW OF ANNUAL FINANCIAL STATEMENTS”** TO THE QUOTATION BOX SITUATED AT: RATES AND TAXES HALL (LESEDI OFFICE  
C/O LOUW AND HF VERWOERD STREET  
HEIDELBERG  
1438

ALL ENQUIRIES SHOULD BE REFERRED TO GUGU MNCUBE (016) 492 0031 OR SIBULELO NXATHI@ 016 492 0202 WITH REGARDS TO THE BIDDING PROCEDURE.

DEPARTMENT: FINANCE

CLOSING DATE: 15 August 2017@12H00

#### **REQUIREMENTS: REVIEW OF ANNUAL FINANCIAL STATEMENTS**

- To provide onsite review of annual financial statements.
- To ensure that GRAP standards have been interpreted and implemented correctly.(I-GRAP, GRAP 25, GRAP 104, GRAP 17)
- Review and re- performance of reconciliations with regards to debt collected vs amounts paid as commission to the debt collectors
- Detailed review of the audit file and relevant supporting documents
- Review of all disclosures in the notes of the AFS

#### **FUNCTIONALITY**

- 3 years' experience in Local government auditing/Reviewing of financial information.
- Qualified Chartered accountants with 3 years post qualification experience.
- Experience in data metrics.
- Capacity – minimum of 2 qualified individuals.
- Work to be performed by qualified chartered accountants on site, no sub-contracting.

Name of Company: \_\_\_\_\_

Fax: \_\_\_\_\_

Telephone: \_\_\_\_\_

Date: \_\_\_\_\_

The following information must be submitted with the quotation, failure in submitting these documents will result in a quotation being disqualified:

- Original tax clearance certificate/Tax pin
- Forms listed below (MBD2, MBD 4, MBD 6.1, MBD 8, MBD 9, Clearance Certificate for Water & Lights)
- Latest Municipal Account
- CSD Registration report

**Evaluation Criteria:** 80/20 Preference point system as presented in the Preferential Procurement Policy Framework Act no 5 of 2000, for this purpose MBD 2, MBD 4, MBD 6.1 MBD 8, MBD 9 and the Clearance certificate for water & lights can be downloaded on our website on the following link: [www.lesedilm.gov.za/key/scm](http://www.lesedilm.gov.za/key/scm). MBD forms should be scrutinized, completed and submitted together with your quotation. All objections and complaints must be lodged within 14 days and in writing to the municipal's manager's office.

**Bidders who did not submit an original or certified copy of their BBEE Certificate will not be allocated preference points and will only be evaluated on price.**