



BA-PHALABORWA MUNICIPALITY

Provision of short term insurance – three year contract

TENDER NUMBER: 09/18/19 (PROPOSAL)

Closing Date: 14 June 2019

Time: 10h00

Venue: Tender Box (Main Office)

Tender Documents: R500. 00 (Free on E-tender)

Ba-Phalaborwa Municipality Budget and Treasury Office: Contact: Mogano TJ Chief Financial Officer Tel: (015) 780 6303	Ba-Phalaborwa Municipality Office of the Municipal Manager Contact : TMT Sekwari Assistant Director: Risk Management Tel: (015) 780 6460
Name of Tenderer:	
Type of service to be rendered:	
Year one amount:	
Year two amount:	
Year three amount:	
TOTAL AMOUNT TENDERED:	

TENDER NO: 09/18/19

1. Tender Notice and Invitation to submit proposals

Ba-Phalaborwa Municipality invites interested service providers to submit proposals for short term insurance to cover municipal assets (both movable and immovable) and employees for a three year contract period.

TENDER NUMBER	DESCRIPTION	COMPULSORY BRIEFING SESSION			COST	EVALUATION CRITERIA	CLOSING DATE AND TIME	CONTACT PERSON
		DATE	TIME	VENUE				
09/18/19	Proposal for short term insurance for a period of three (3) years.	22/05/2019	10h00	Activity Hall	R500. 00 at the municipality and free on E-Tender	80/20	14/06/2019 @ 10h00	Mr Sekwari TMT (015) 780 6300

A compulsory briefing session will be held on the dates and times specified above at Activity Hall, Ba-Phalaborwa Municipality, Main Office, CNR Mandela and Sealene Street

The Proposal are to be deposited in the tender box of Ba-Phalaborwa Municipality Offices situated at CNR Mandela Drive & Sealene Street in Phalaborwa ,by the closing date and time as above mentioned, where after they will be opened in public. No late, telefaxed or Document found in any other place or proposal from service providers who have not attended the compulsory briefing session will not be considered.

Bidders should take note of the following bidding conditions:

1. Ba-Phalaborwa Municipality Supply Chain Management Policy shall apply in the evaluation and awarding of the Tender.
2. Ba-Phalaborwa Municipality does not bind itself to accept the lowest tender, reserves the right to accept the whole or part of the Tender and reserves the right not to appoint.
3. The Bid validity shall be 90 (Ninety) days from the date of closure.
4. Bidders must provide proof of the following to avoid disqualification: CSD report (Printed between the date of advert and closing date, certified ID Copies of all directors, statement of municipal rates and taxes for both company and director (s) (not older than 3 months)/letter from traditional authority not older than 3 months/ lease agreement, key personnel/service team's experience (attach certified copies of qualifications and CV; CK/Company registration, Valid tax clearance or tax pin; Certified or original valid BBB-EE certificate or sworn affidavit, proof of work experience (attach relevant appointment letter).All the relevant returnable documents are attached in the tender document,
5. The minimum score for functionality will be 60 points and bidders who score below 60 points will not be evaluated further on price and BBB-EE preference point scoring system.

**MOAKAMELA MI
MUNICIPAL MANAGER**

2. Scope of the short term insurance

Below please find the scope of the items to be covered at Ba-Phalaborwa Municipality.

No.	Description	Specification
1.	Combined Section (Asset Register)	<ul style="list-style-type: none"> • Cover for fixed assets and property against fire, lightning, thunderbolt, explosion, storm, wind, sabotage, water, hail, impact, and damage caused during theft and sudden and unforeseen damage to any municipal buildings/properties i.e. Buildings, Electrical Equipment/ infrastructure, Electrical Substations, Water purification equipment, sewage works, property in the open etc.
2.	Office contents	<ul style="list-style-type: none"> • Any damage or loss of Office contents, loss of documents, legal liability of loss of documents etc.
3.	Business Interruption	<ul style="list-style-type: none"> • Insured against all risks leading to business interruptions (<i>incl. Loss of income - Sales of Electricity, Sales of sanitation and sewage, loss of rental income etc.</i>).
4.	Business all Risks	<ul style="list-style-type: none"> • Cover for business all risks
5.	Theft	<ul style="list-style-type: none"> • Loss of any municipal property due to theft.
6.	Money	<ul style="list-style-type: none"> • Loss or damage to business money including loss through criminal activities. • All money in transit • Loss of money and / or property as a result of fraud or dishonesty of an insured employee which result in dishonest personal financial gain for the employee concerned.

7.	Public liability	<ul style="list-style-type: none"> To cover any form of liability against the municipality
8.	Employers liability	<ul style="list-style-type: none"> Damages which insured shall become legally liable to pay consequently upon death of or bodily injury or illness of any person employed or under contract of services with the insured.
9.	<p>Stated benefits:</p> <p>a) 398 Employees</p> <p>b) 37 Councillors.</p> <p>c) Interns</p> <p>d) Experiential Learners</p>	<p>Death or bodily injury caused by accidental, violent, external and visible means</p> <ul style="list-style-type: none"> Death (24 hour Cover). Permanent disability. Temporary Total Disability. Medical expenses. Additional death benefit. Repatriation.
10.	Motor Fleet	<ul style="list-style-type: none"> Comprehensive cover for all vehicles Executive courtesy vehicle for the Mayor's vehicle. Commercial and special type vehicles incl. trailers, trucks and tractors.
11.	Electronic Equipment	<ul style="list-style-type: none"> Office Automation (facsimile machines, photocopiers, multifunctional equipment owned or on finance lease). Telecommunication equipment Laptops/Notebooks Computer Electronic Scanning System Infrastructure (Data Centre) Servers, Soft wares owned hired or leased by the insured. Reconstruction of Data

12.	Machinery Breakdown	<ul style="list-style-type: none"> Accidental and violent damage including sudden and unforeseen mechanical or electrical failure to machinery.
13.	Commercial Crime	<ul style="list-style-type: none"> Comprehensive crime cover incorporating employees' fraud/dishonesty and fraudulent acts committed by third parties.
14.	Goods in Transit	<ul style="list-style-type: none"> Loss or damage to insured properties while being transported.
15.	Accounts receivable	<ul style="list-style-type: none"> Costs to reinstate the records (In the event of the ledger and cashbook being damaged)
16.	Cyber Liability	<ul style="list-style-type: none"> Data Liability – Covering the damages and defence cost associated with a breach of personal or corporate data.
17.	SASRIA	<ul style="list-style-type: none"> SASRIA Cover for all municipal assets (buildings, equipment, office contents etc.)
18.	Councillors property (SASRIA) Special Risk Insurance	<ul style="list-style-type: none"> To cover properties of all councillors as per SASRIA. Special Risk Insurance on councillors fixed property limited to R1.5M per councillor and R750 000 for vehicles. Life and Disability insurance limited to 2x the total remuneration package of a councillor. House contents

NB: Attached please find the following annexures

- **Annexure A:** Asset Register detailing all the assets in the possession of the municipality.
- **Annexure B:** Insurance Claim History.
- **Annexure C:** Summary of Inventory Levels
- **Annexure D:** List of vehicles (Electronic document to be emailed)

3. Expected Outputs to be delivered by the broker/service provider

- 3.1 Signing a Service Level Agreement with the Municipality before the contract could commence.
- 3.2 Bidders should note that the contract is for three years and escalation percent must be indicated for the contract period. Where the escalation percent is not indicated the municipality will assume the bid price will remain the same for a contract period.
- 3.3 Attend quarterly meetings with the municipality to update the insured risks and to discuss any claims made against the policy.
- 3.4 To continuously advise the municipality on any suggested changes to the policy, or make recommendation on self-insurance or any other recommendation regarding insurable risks for the municipality.
- 3.5 In the event of an increase or decrease in the assets and insurable interest, the premium will be adjusted accordingly.
- 3.6 To provide a system to lodge and monitor claims online.
- 3.7 After submission of all relevant supporting documents, claims must be paid/settled within 30 days and the money paid to the main municipal account.
- 3.8 All bidders must attend compulsory briefing on the date set by the Municipality.
- 3.9 Bidders must produce their work experiences
- 3.10 Bidders will be subjected to Security Clearance.
- 3.11 Completion certificate/appointment letter
- 3.12 Premiums and excess payments to be shown separately as per category, if not the tender will be deemed non-responsive.
- 3.13 A monthly report must be submitted before the 3rd working day of the following month, inclusive of all claims outstanding of the previous months. The report must provide clear details that can identify the claim, including date of incident, date reported to the insurers and details of the progress with an indication of the outstanding information in order to finalize the claim.
- 3.14 Any claim that is rejected by the insurance company must be supported by a motivation by the Broker based on legal grounds. The Municipality reserves the right to reconsider any opinion received, to refer it back to the broker for another opinion or recommendation. The Municipality will under no circumstances communicate directly with the Insurers regarding any aspects of a claim.
- 3.15 The Company must state whether he/she/it is registered as a professional insurance broker with South African Financial Services Intermediaries Association (SAFSIA), and whether he/she/it is able to provide the necessary guarantees as required by SAFSIA.

- 3.16 Full particulars must be provided regarding the services that will be delivered to the Municipality. Full details must be provided of personnel (number, position, experience, etc.) that will be available to service the Municipality's account.
- 3.17 Proposed Service Team Credentials, experience and qualifications including proof of FSB Regulatory Examination (FAIS) Certificate of the team members that will be involved in the day to day servicing of the municipality portfolio.

4. Requirements

- 4.1 All bidders must attend the compulsory briefing session
- 4.2 MBD's forms to be completed in full
- 4.3 Company registration certificate
- 4.4 Original valid tax clearance certificate / letter from SARS with a valid pin code
- 4.5 BBB-EE certificate (optional)
- 4.6 Power of attorney/ letter of authority for signatory if applicable
- 4.7 Joint venture agreements and consolidated BBB-EEE where applicable
- 4.8 Certified ID copies of the directors/ members/ proprietors not older than three months
- 4.9 Valid Indemnity Insurance
- 4.10 Statement of Municipality Accounts as proof of residential address, if leasing, provide the lease agreement and copy of the owner's statement of municipality account or the proof of residential address by a traditional authority in case of a non-billed area for the **business and all company directors** (Not older than three months)
- 4.11 Terms of reference fully completed and each page to be initialed.
- 4.12 Latest registration report of Central Supplier Database (CSD) with valid reference number. **(Printed between the tender opening and closing date).**
- 4.13 Company structure and profile (Attach).
- 4.14 Profile must at least include:
- 4.15 A detailed description of relevant experience
- 4.16 Full information on the services that will be provided
- 4.17 Names of references at local authorities and private business which are clients of the bidder
- 4.18 The Company proof of registration as an authorized financial service provider

4.19 Signed declaration of interest forms (Attached)

4.20 In order to ensure that the Municipality's assets are adequately insured and any risk exposure is minimized, including keeping abreast with the latest insurance developments, it is imperative that the relevant industry related administrative assistance is provided in order to support the existing capacity that the Municipality has. The Service Provider must meet the following minimum requirements:

- The tenderer must be a member of the Financial Intermediaries Association (F.I.A.). An originally certified copy of such membership certificate must be submitted with the tender
- The tenderer must provide details of their Financial Advisory and Intermediary Services (F.A.I.S.) Act compliancy; i.e. a copy of the F.A.I.S. Certificate. An originally certified copy of such certificate must be submitted with the tender

5. Training and Support

5.1 The successful tenderer will provide training on the use of the online claims system to the municipal officials responsible for managing insurance services and provide ongoing support

6. Pricing

6.1 The price must be fixed for a period of first 12 months, no escalation.

6.2 Bidders must indicate the escalation price for year 2 and year 3 if any, the overall contract price must also be indicated and it must be all inclusive

6.3 The actual annual price increment on the contract will be CPI capped.

6.4 All other cost must be included in the total tender price (e.g. Vat).

7. Tender Evaluation

7.1 Council is not bound to accept the lowest or any tender.

7.2 The tenderer will be evaluated according to the council's procurement policy.

8. Evaluation Criteria

8.1 The evaluation of this bid will be conducted as follows;

The assessment of functionality will be done in terms of the evaluation criteria indicated below. A bid will be disqualified if it fails to meet the minimum threshold of (60 %) for functionality as per the bid invitation.

All supporting documents must be submitted at the time of tender submission to enable the bid to be evaluated in accordance with the procedure outlined, the evaluation team will score each tender on the information provided (Please index file accordingly).

Only those qualifying bids (which scored 60% or more) will be evaluated in terms of the 80/20 preference points systems, where the 80 will be used for price only and the 20 for points awarded for B-BBEE status level of contribution.

Functionality Criteria

Criteria to be used for functionality.

Criteria	Weight	Points scored
Track record of the tenderer (enterprise) with private sector clients (business / commercial) <ul style="list-style-type: none"> 1 Point for every private sector contract. (Attached appointment letter) 	10	
Track record of the tenderer (enterprise) with local government sector (Municipal) <ul style="list-style-type: none"> 1 Point for every local government contract. (Attached appointment letter) 	10	
Experience of key personnel on related project (Account Manager) (1 point per year of experience)	10	
Service team (bidders employees to manage the account) “One point per certificate” <ul style="list-style-type: none"> FSB Regulatory Examination (FAIS) Certificate of the team members = 5 Registration with AIIISA of the team members = 5 	10	
Processes that were followed to do risk assessment of the insurance companies Approached for quotations. <ul style="list-style-type: none"> Detailed plan listing the process Claim history List of vehicles Inventory register Asset register (movable and immovable assets) 	5	
Broker SASFIA registered (Attached copies certificate)	5	

Legal support • Details of support that will be given to Municipality in respect of claims rejected.	5	
Liquidity of insurance broker	5	
Total	60	
Percentage= Total scored/ Total weight x 100		= $\frac{\quad}{60} \times 100$ = %

8.2 Points awarded for price

The 80/20 Preference Point Systems

A maximum of 80 points is allocated for price on the following basis:

80/20

$$P_s = 80 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where

P_s = Points scored for comparative price of bid under consideration

P_t = Comparative price of bid under consideration

P_{\min} = Comparative price of lowest acceptable bid

8.3 Evaluation in terms with B-BBEE

B-BBEE Status Level of Contributor	Number of points (80/20 system)
1	20
2	18

3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

9. APPOINTMENT OF SERVICE PROVIDER

9.1 The contract will be awarded to the tenderer who scores the highest total number of points during the evaluation process, except where the law permits otherwise.

9.2 Appointment as a successful service provider shall be subject to the parties agreeing to mutually acceptable contractual terms and conditions (Signing a Service Level Agreement). In the event of the parties failing to reach such agreement municipality reserves the right to appoint an alternative supplier.

9.3 Awarding of contracts will be published on the municipal website and no regret letters will be sent to unsuccessful bidders.

INVITATION TO BID

**(a) YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE BA-PHALABORWA
LOCAL MUNICIPALITY**

BID NUMBER:CLOSING DATE: CLOSING TIME:

DESCRIPTION.....

The successful bidder will be required to fill in and sign a written Contract Form (MBD 7).

BID DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT:

Cnr Nelson Mandela & Sealane Street

Phalaborwa

1390

Bidders should ensure that bids are delivered timeously to the correct address inside the relevant bid box. If the bid is late or not inside the correct bid box, it will not be accepted for consideration.

(b) The bid box is generally open 24 hours a day, 7 days a week.

(c) ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS – (NOT TO BE RE-TYPED)

THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017

, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT

(d) NB: NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE (as defined in Regulation 1 of the

Local Government: Municipal Supply Chain Management Regulations)

THE FOLLOWING PARTICULARS MUST BE FURNISHED
(FAILURE TO DO SO MAY RESULT IN YOUR BID BEING DISQUALIFIED)

NAME OF BIDDER

POSTAL ADDRESS.....

STREET ADDRESS.....

TELEPHONE NUMBER CODE.....NUMBER.....

CELLPHONE NUMBER

FACSIMILE NUMBER CODE NUMBER.....

E-MAIL ADDRESS

VAT REGISTRATION NUMBER

HAS AN ORIGINAL AND VALID TAX CLEARANCE CERTIFICATE BEEN ATTACHED? (MBD 2)
YES/NO

HAS A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE BEEN SUBMITTED? (MBD 6.1)

YES/NO

IF YES, WHO WAS THE CERTIFICATE ISSUED BY?

AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA)

A VERIFICATION AGENCY ACCREDITED BY THE SOUTH AFRICAN NATIONAL ACCREDITATION SYSTEM (SANAS)

A REGISTERED AUDITOR

(Tick applicable box)

(A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE)

ARE YOU THE ACCREDITED REPRESENTATIVE

IN SOUTH AFRICA FOR THE GOODS/SERVICES/WORKS OFFERED?

YES/NO
(IF YES ENCLOSE

PROOF)

SIGNATURE OF BIDDER

.....

DATE

CAPACITY UNDER WHICH THIS BID IS SIGNED

.....

TOTAL BID PRICE.....
OFFERED.....

TOTAL NUMBER OF ITEMS

ANY ENQUIRIES REGARDING THE BIDDING PROCEDURE MAY BE DIRECTED TO:

Municipality / Municipal Entity: Ba-Phalaborwa Local Municipality

Department: Finance

Contact Person: Mr. TJ Mogano

Tel: (015) 780 6303

ANY ENQUIRIES REGARDING SPECIFICATION INFORMATION MAY BE DIRECTED TO:

Mr. T Sekgwari

015 780 6300

TAX CLEARANCE CERTIFICATE

It is a condition of bid that the taxes of the successful bidder must be in order, or that satisfactory arrangements have been made with South African Revenue Service (SARS) to meet the bidder's tax obligations.

1. In order to meet this requirement bidders are required to complete in full form TCC001 "Application for a Tax Clearance Certificate" and submit it to any SARS branch office nationally. The Tax Clearance Certificate Requirements are also applicable to foreign bidders / individuals who wish to submit bids. Copies of form TCC 001 are available from any SARS branch office nationally or on the website www.sars.gov.za.
2. SARS will then furnish the bidder with a Tax Clearance Certificate that will be valid for a period of 1 (one) year from the date of approval.
3. The original Tax Clearance Certificate must be submitted together with the bid. Failure to submit the original and valid Tax Clearance Certificate will result in the invalidation of the bid. Certified copies of the Tax Clearance Certificate will not be acceptable.
4. In bids where Consortia / Joint Ventures / Sub-contractors are involved, each party must submit a separate Tax Clearance Certificate.
5. Applications for the Tax Clearance Certificates may also be made via eFiling. In order to use this provision, taxpayers will need to register with SARS as eFilers through the website www.sars.gov.za.
6. Exemption to the provision of a Tax Clearance Certificate will be granted provided that:
 - a) The bidder is registered on the vendor database of the municipality and a valid tax clearance certificate was submitted together with the application for registration
 - b) If the closing date of the price quotation or bid falls within the expiry date of the tax clearance certificate that is in the municipality's possession.

MBD 4

DECLARATION OF INTEREST

- 1. No bid will be accepted from persons in the service of the state¹.
- 2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.
- 3 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

3.1 Full Name of bidder or his or her representative:

3.2 Identity Number:

3.3 Position occupied in the Company (director, trustee, shareholder²):

3.4 Company Registration Number:

3.5 Tax Reference Number:

3.6 VAT Registration Number:

3.7 The names of all directors / trustees / shareholders members, their individual identity
Numbers and state employee numbers must be indicated in paragraph 4 below.

3.8 Are you presently in the service of the state? **YES / NO**

3.8.1 If yes, furnish particulars.....

¹MSCM Regulations: "in the service of the state" means to be –

- (a) a member of –
 - (i) any municipal council;
 - (ii) any provincial legislature; or
 - (iii) the national Assembly or the national Council of provinces;
- (b) a member of the board of directors of any municipal entity;
- (c) an official of any municipality or municipal entity;
- (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
- (e) a member of the accounting authority of any national or provincial public entity; or
- (f) an employee of Parliament or a provincial legislature.

² Shareholder" means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.

3.9 Have you been in the service of the state for the past twelve months? **YES / NO**

3.9.1 If yes, furnish particulars.....

3.10 Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid?..... **YES / NO**

3.10.1 If yes, furnish particulars.....

3.11 Are you, aware of any relationship (family, friend, other) between any other bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

3.11.1 If yes, furnish particulars.....

3.12 Are any of the company's directors, trustees, managers, principle shareholders or stakeholders in service of the state? **YES / NO**

3.12.1 If yes, furnish particulars.....

3.13 Are any spouse, child or parent of the company's directors, trustees, managers, principle shareholders or stakeholders in service of the state? **YES / NO**

3.13.1 If yes, furnish particulars.....

3.14 Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract. **YES / NO**

3.14.1 If yes, furnish particulars:.....

7. 4. Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	State Employee Number

.....

Signature

.....

Date

.....

Capacity

.....

Name of Bidder (Company Name)

i. PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

ii. NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, **2017.**

1. 1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to all bids:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2

a) The value of this bid is estimated to not exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 preference point system shall be applicable.

1.3 Points for this bid shall be awarded for:

- (a) Price; and
- (b) B-BBEE Status Level of Contributor.

1.4 The maximum points for this bid are allocated as follows:

	POINTS
PRICE	80
B-BBEE STATUS LEVEL OF CONTRIBUTOR	20
Total points for Price and B-BBEE must not exceed	100

- 1.5 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.
- 1.6 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

2. 2. DEFINITIONS

- (a) **“B-BBEE”** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (b) **“B-BBEE status level of contributor”** means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (c) **“bid”** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;
- (d) **“Broad-Based Black Economic Empowerment Act”** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (e) **“EME”** means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (f) **“functionality”** means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents. (g) **“prices”** includes all applicable taxes less all unconditional discounts;
- (h) **“proof of B-BBEE status level of contributor”** means:
- 1) B-BBEE Status level certificate issued by an authorized body or person;
 - 2) A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
 - 3) Any other requirement prescribed in terms of the B-BBEE Act;
- (i) **“QSE”** means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (j) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

3. 3. POINTS AWARDED FOR PRICE

3.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

4. 80/20 or 90/10

$$Ps \left[\frac{80}{100} \right] \left[\frac{100 - Pt}{P_{min} - P} \right] \text{ or } Ps \left[\frac{90}{100} \right] \left[\frac{100 - Pt}{P_{min} - P} \right]$$

Where

Ps = Points scored for price of bid under consideration

Pt = Price of bid under consideration

Pmin = Price of lowest acceptable bid

5.

4. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

4.1 In terms of Regulation 6 (2) and 7 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (90/10 system)	Number of points (80/20 system)
1	10	20
2	9	18
3	6	14
4	5	12
5	4	8
6	3	6
7	2	4
8	1	2
Non-compliant contributor	0	0

6.

5.

BID DECLARATION

5.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

7.

6. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS

a. 1.4 AND 4.1

6.1 B-BBEE Status Level of Contributor: . =(maximum of 10 or 20 points)

(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.

8. 7. SUB-CONTRACTING

7.1 Will any portion of the contract be sub-contracted?

a. (Tick applicable box)

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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7.1.1 If yes, indicate:

i) What percentage of the contract will be subcontracted.....% ii) The name of the sub-contractor..... iii) The B-BBEE status level of the sub-contractor.....

iv) Whether the sub-contractor is an EME or QSE

b. (Tick applicable box)

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

v) Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations,2017:

Designated Group: An EME or QSE which is at last 51% owned by:	EME √	QSE √
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
OR		
Any EME		

Any QSE		
---------	--	--

9. **8.** *DECLARATION WITH REGARD TO COMPANY/FIRM*

8.1 Name of company/firm:.....

8.2 VAT registration number:.....

8.3 Company registration number:.....

8.4 TYPE OF COMPANY/ FIRM

- Partnership/Joint Venture / Consortium
- One person business/sole propriety
- Close corporation
- Company
- (Pty) Limited

[TICK APPLICABLE BOX]

8.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....

8.6 COMPANY CLASSIFICATION

- Manufacturer
- Supplier
- Professional service provider
- Other service providers, e.g. transporter, etc.

[TICK APPLICABLE BOX]

8.7 MUNICIPAL INFORMATION

Municipality where business is situated:

Registered Account Number:

Stand Number:.....

8.8 Total number of years the company/firm has been in business:.....

8.9 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBEE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

- i) The information furnished is true and correct; ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- iv) If the B-BBEE status level of contributor has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
 - (a) disqualify the person from the bidding process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution.

WITNESSES

1.

2.

.....

SIGNATURE(S) OF BIDDERS(S)

DATE:

ADDRESS:

.....

.....

MBD 8

8. DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Municipal Bidding Document must form part of all bids invited.

- 2 It serves as a declaration to be used by municipalities and municipal entities in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.

- 3 The bid of any bidder may be rejected if that bidder, or any of its directors have:
 - a. abused the municipality's / municipal entity's supply chain management system or committed any improper conduct in relation to such system;
 - b. been convicted for fraud or corruption during the past five years;
 - c. willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - d. been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).

- 4 **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

Item	Question	Yes	No
4.1	Is the bidder or any of its directors listed on the National Treasury's database as a company or person prohibited from doing business with the public sector? (Companies or persons who are listed on this database were informed in writing of this restriction by the National Treasury after the <i>audi alteram partem</i> rule was applied).	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.1.1	If so, furnish particulars:		

4.2	<p>Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)?</p> <p>(To access this Register enter the National Treasury’s website, www.treasury.gov.za, click on the icon “Register for Tender Defaulters” or submit your written request for a hard copy of the Register to facsimile number (012) 3265445).</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2.1	If so, furnish particulars:		
4.3	<p>Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.3.1	If so, furnish particulars:		
Item	Question	Yes	No
4.4	<p>Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		

4.5	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.7.1	If so, furnish particulars:		

CERTIFICATION

I, THE UNDERSIGNED (FULL NAME)

**CERTIFY THAT THE INFORMATION FURNISHED ON THIS
DECLARATION FORM TRUE AND CORRECT.**

**I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION MAY BE TAKEN
AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.**

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

(Bid Number and Description)

in response to the invitation for the bid made by:

(Name of Municipality / Municipal Entity)

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of: _____ that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate.

2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect.
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder.
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder.
5. For the purposes of this Certificate and the accompanying bid, I understand that the word “competitor” shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
 - (a) has been requested to submit a bid in response to this bid invitation;
 - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder.
6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium³ will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - (a) prices;
 - (b) geographical area where product or service will be rendered (market allocation);
 - (c) methods, factors or formulas used to calculate prices;

- (d) the intention or decision to submit or not to submit a bid;
- (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
- (f) bidding with the intention not to win the bid.

8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.

9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

³ Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

10. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

.....

Signature

.....

Date

.....

Position

.....

Name of Bidder

Annexure A:

Ba-Phalaborwa Municipality Asset Register Summary as at 28 February 2019

MOVABLES DEPRECIATION

Row Labels	Sum of DEPRECIATION- JULY 2018	Sum of DEPRECIATION- AUGUST 2018	Sum of DEPRECIATION- SEPTEMBER 2018	DEPRECIATION- OCTOBER 2018	DEPRECIATION- NOVEMBER 2018	Sum of DEPRECIATION- DECEMBER 2018	DEPRECIATION- JANUARY 2019	DEPRECIATION- FEBRUARY 2019
COMPUTER EQUIPMENT	17 019.25	17 330.73	20 537.94	27 033.65	48 984.58	60 853.65	60 853.65	54 986.78
FURNITURE AND FITTINGS	50 104.54	50 104.54	49 179.36	62 812.27	68 515.33	70 799.18	70 799.18	64 561.95
MACHINERY AND EQUIPMENT	31 730.54	31 730.54	30 781.37	31 819.24	30 792.82	31 911.61	31 884.79	28 823.39
OFFICE EQUIPMENT	7 460.00	7 460.00	7 287.86	7 571.77	7 327.52	8 684.73	8 361.61	7 844.27
VEHICLES	82 943.02	83 039.71	81 022.47	83 242.75	80 557.50	84 186.24	84 186.24	76 039.19
Grand Total	189 257.35	189 665.51	188 809.00	212 479.69	236 177.74	256 435.40	256 085.46	232 255.57

BUILDINGS DEPRECIATION

Row Labels	Sum of DEPRECIATION- JULY 2018	Sum of DEPRECIATION- AUGUST 2018	Sum of DEPRECIATION- SEPTEMBER 2018	DEPRECIATION- OCTOBER 2018	DEPRECIATION- NOVEMBER 2018	Sum of DEPRECIATION- DECEMBER 2018	DEPRECIATION- JANUARY 2019	DEPRECIATION- FEBRUARY 2019
BUILDINGS	720 285.71	720 285.71	697 050.68	720 285.71	697 050.68	720 285.71	720 285.71	650 580.64
CARPORTS	2 111.63	2 111.63	2 043.51	2 111.63	2 043.51	2 111.63	2 111.63	1 907.28
FLAG POLES	666.81	666.81	645.30	666.81	645.30	666.81	666.81	602.28
IRRIGATION	18 549.72	18 549.72	17 951.34	18 549.72	17 951.34	18 549.72	18 549.72	16 754.59
OTHER	5 606.72	5 606.72	5 425.86	5 606.72	5 425.86	5 606.72	5 606.72	5 064.13
PAVING	232 799.06	232 799.06	225 289.41	232 799.06	225 289.41	232 799.06	232 799.06	210 270.12
PERIMETER FENCING	38 399.81	38 399.81	37 161.10	38 399.81	37 161.10	38 399.81	38 399.81	34 683.70
SIGNS	482.56	482.56	466.99	482.56	466.99	482.56	482.56	435.86
STREET LIGHTS	118.48	118.48	114.66	118.48	114.66	118.48	118.48	107.01
TANKS	403.24	403.24	390.24	403.24	390.24	403.24	403.24	364.22
Grand Total	1 019 423.74	1 019 423.74	986 539.11	1 019 423.74	986 539.11	1 019 423.74	1 019 423.74	920 769.83

COMMUNITY ASSETS DEPRECIATION

Row Labels	Sum of DEPRECIATION- JULY 2018	Sum of DEPRECIATION- AUGUST 2018	Sum of DEPRECIATION- SEPTEMBER 2018	DEPRECIATION- OCTOBER 2018	DEPRECIATION- NOVEMBER 2018	Sum of DEPRECIATION- DECEMBER 2018	DEPRECIATION- JANUARY 2019	DEPRECIATION- FEBRUARY 2019
BUILDING	588 183.85	588 183.85	569 210.18	588 183.85	569 210.18	588 183.85	588 183.85	531 262.84
CARPORTS	11 462.82	11 462.82	11 093.05	11 462.82	11 093.05	11 462.82	11 462.82	10 353.51
GUARD ROOM	222.01	222.01	214.85	222.01	214.85	222.01	222.01	200.53
OTHER FACILITIES	10 455.21	10 455.21	10 117.94	10 455.21	10 117.94	10 455.21	10 455.21	9 443.41
PAVING	41 059.08	41 059.08	39 734.59	41 059.08	39 734.59	41 059.08	41 059.08	37 085.62
PERIMETRE FENCING	20 209.07	20 209.07	19 557.16	20 209.07	19 557.16	20 209.07	20 209.07	18 253.35
SIGNS	206.28	206.28	199.62	206.28	199.62	206.28	206.28	186.31
STADIUM WITH SEPERATED BUILD	247 187.33	247 187.33	239 213.54	247 187.33	239 213.54	247 187.33	247 187.33	223 265.97
STREET LIGHTS	1 718.78	1 718.78	1 663.33	1 718.78	1 663.33	1 718.78	1 718.78	1 552.44

Row Labels	Sum of DEPRECIATION- JULY 2018	Sum of DEPRECIATION- AUGUST 2018	Sum of DEPRECIATION- SEPTEMBER 2018	DEPRECIATION- OCTOBER 2018	DEPRECIATION- NOVEMBER 2018	Sum of DEPRECIATION- DECEMBER 2018	DEPRECIATION- JANUARY 2019	DEPRECIATION- FEBRUARY 2019
Bridges	15 890.44	15 890.44	15 377.84	15 890.44	15 377.84	15 890.44	15 890.44	14 352.65
Electricity network	400 727.73	400 727.73	387 801.03	400 727.73	387 801.03	400 727.73	400 727.73	361 947.63

Rail network	554.78	554.78	536.89	554.78	536.89	554.78	554.78	501.10
Road network	2 310 798.17	2 310 798.17	2 236 256.29	2 310 798.17	2 236 256.29	2 310 798.17	2 310 798.17	2 087 172.54
Grand Total	920 704.42	920 704.42	891 004.27	920 704.42	891 004.27	920 704.42	920 704.42	831 603.99

DEPRECIATION FOR INFRASTRUCTURE

Stormwater network	44 745.35	44 745.35	43 301.95	44 745.35	43 301.95	44 745.35	44 745.35	40 415.15
Grand Total	2 772 716.47	2 772 716.47	2 683 274.01	2 772 716.47	2 683 274.01	2 772 716.47	2 772 716.47	2 504 389.07

DEPRECIATION LIBRARY BOOKS

Row Labels	Sum of DEPRECIATION- JULY 2018	Sum of DEPRECIATION- AUGUST 2018	Sum of DEPRECIATION- SEPTEMBER 2018	DEPRECIATION- OCTOBER 2018	DEPRECIATION- NOVEMBER 2018	Sum of DEPRECIATION- DECEMBER 2018	DEPRECIATION- JANUARY 2019	DEPRECIATION- FEBRUARY 2019
Library Books	149.19	149.19	144.38	149.19	144.38	149.19	149.19	134.75
Grand Total	149.19	149.19	144.38	149.19	144.38	149.19	149.19	134.75

INTANGIBLES AMMORTIZATION

Sum of Ammortisation- JULY 2018	Sum of Ammortisation- AUGUST 2018	Sum of Ammortisation- SEPTEMBER 2018	Sum of Ammortisation- OCTOBER 2018	Ammortisation- NOVEMBER 2018	Ammortisation- DECEMBER 2018	Sum of Ammortisation- JANUARY 2019	Sum of Ammortisation- FEBRUARY 2019
800.07	800.07	774.26	800.07	774.26	800.07	800.07	722.65
30.87	30.87	29.88	30.87	29.88	30.87	30.87	27.89
8 659.60	8 659.60	8 380.25	8 659.60	8 380.25	8 659.60	8 659.60	7 821.57
1 421.00	1 421.00	1 375.16	1 421.00	1 375.16	1 421.00	1 421.00	1 283.48
344.82	344.82	333.69	344.82	333.69	344.82	344.82	311.45
11 256.36	11 256.36	10 893.25	11 256.36	10 893.25	11 256.36	11 256.36	10 167.03

LANDFILLSITES DEPRECIATION

Row Labels	Sum of DEPRECIATION- JULY 2018	Sum of DEPRECIATION- AUGUST 2018	Sum of DEPRECIATION- SEPTEMBER 2018	DEPRECIATION- OCTOBER 2018	DEPRECIATION- NOVEMBER 2018	Sum of DEPRECIATION- DECEMBER 2018	DEPRECIATION- JANUARY 2019	DEPRECIATION- FEBRUARY 2019
Landfill sites	2 064 015.76	2 064 015.76	1 997 434.60	2 064 015.76	1 997 434.60	2 064 015.76	2 064 015.76	1 864 272.30
Grand Total	2 064 015.76	2 064 015.76	1 997 434.60	2 064 015.76	1 997 434.60	2 064 015.76	2 064 015.76	1 864 272.30

APPENDIX - B - INVESTMENT PROPERTY

CATEGORY	New Cost 16	Revaluation Surplus 16	Carrying Value 16	COST-17	FAIR VALUE-17	REVALUATION SURPLUS-17	CARRYING VALUE-17	COST-18	FAIR VALUE-18	FAIR VALUE GAINS-18	CARRYING VALUE-18
BUILDINGS	42 173 464.63	843 535.37	43 017 000.00	43 017 000.00	42 223 140.00	-793 860.00	42 223 140.00	42 223 140.00	43 447 611.06	1 224 471.06	43 447 611.06
PAVING	432 815.84	8 184.16	441 000.00	441 000.00	449 820.00	8 820.00	449 820.00	449 820.00	462 864.78	13 044.78	462 864.78
PERIMETRE FENCING	393 088.22	6 911.78	400 000.00	400 000.00	381 760.00	-18 240.00	381 760.00	381 760.00	392 831.04	11 071.04	392 831.04
Grand Total	42 999 368.69	858 631.31	43 858 000.00	43 858 000.00	43 054 720.00	-803 280.00	43 054 720.00	43 054 720.00	44 303 306.88	1 248 586.88	44 303 306.88

APPENDIX B - LAND PPE

CATEGORY	CARRYING VALUE 16	ADDITIONS 17	TOTAL COST 17	REVALUATIONS 17	DISPOSALS 17	VALUATIONS 17	CARRYING VALUE 17	COST	CARRYING VALUE 17
LAND -PPE	98 681 744.37	0.00	98 681 744.37	-8 259.40	0.00	99 224 484.97	98 673 484.97	98 681 744.37	98 673 484.97
Grand Total	98 681 744.37	0.00	98 681 744.37	-8 259.40	0.00	99 224 484.97	98 673 484.97	98 681 744.37	98 673 484.97

LAND -INVENTORY - APPENDIX - B

CATEGORY	OPENING COST-16	WRITE-DOWN TO NRV-16	CARRYING VALUE 2016	ADDITIONS/RESTA TEMENT	TOTAL COST	DISPOSALS-NOT IN NAME OF MUNICIPAL	RESTATED COST	IMPAIRMENT	CARRYING VALUE 2017	COST-2018	WRITE DOWN-18	CARRYING VALUE 2018
LAND -INVENTORY	325 016 713.00	0.00	321 626 713.00	0.00	321 626 713.00	-108 985 199.00	212 641 514.00	0.00	212 641 514.00	212 621 514.00	0.00	212 641 514.00
Grand Total	325 016 713.00	0.00	321 626 713.00	0.00	321 626 713.00	-108 985 199.00	212 641 514.00	0.00	212 641 514.00	212 621 514.00	0.00	212 641 514.00

APPENDIX B - BIOLOGICAL ASSETS

CATEGORY	TOTAL AMOUNT-17	ADDITIONS @ FA-18	WRITE OFF @ COST-18	FAIR VALUE GAINS-	VALUE IN 2017/18
Flowers	263 708.50	63 668.06	-212 591.34	-10 259.48	104 525.74
Grand Total	263 708.50	63 668.06	-212 591.34	-10 259.48	104 525.74

Annexure B



Ba-Phalaborwa Municipality

Insurance Claim History for the past three years as at 28 February 2019

No.	Claim Description	Risk Type	Date of Loss	Gross	Claims Paid	Excess
1.	Vehicle Accident	Motor Fleet	03/01/2016	100 150.00	88 742.50	11 407.50
2.	Building damaged due to fire	Combined	09/06/2016	210 120.84	199 614.80	10 506.04
3.	Theft of Cables	Theft	30/08/2016	13 007.40	13 007.40	-
4.	Building damaged due to fire	Combined	03/11/2016	464 124.72	441 911.65	22 213.07
5.	Storm damage to overhead 11KV Electrical Lines (Insured Perils)	Combined	08/11/2016	150 000.00	135 000.00	15 000.00
6.	Windscreen damage	Motor - Fleet	27/02/2017	1 240.32	740.32	500.00
7.	Windscreen damaged	Motor - Fleet	22/02/2017	1 399.35	899.35	500.00
8.	Third party vehicle accident claim (Third party only)	Motor Liability	20/06/2017	31 565.84	31 565.84	-
9.	Third party vehicle accident claim (Third party only)	Motor Liability	13/07/2017	25 872.40	25 872.40	-

10.	Vehicle Accident (Third party hit insured)	Motor - Fleet	13/07/2017	85 754.90	78 629.90	7 125.00
11.	Vehicle Damage	Motor - Fleet	09/05/2018	14 881	9 881	5000
12.	Vehicle Damage	Motor - Fleet	05/06/2018	9100	4100	5000
13.	Damage to third party property	Public Liability Claim	20/06/2018	37, 491.90	27 491. 90	10 000
				796 945.93	741 607.86	55338.07

Annexure C



INVENTORY REPORT AS AT 28 FEBRUARY 2019

Inventory Category	Total Value of Inventory as at 28 February 2019
Cleaning Materials	R144 815.52
Electrical Services	R17 646 392.24
General	R513 610.70
Protective Clothing	R12 256.50
Printing and Stationary	R499 756.24
Traffic	R247 125.30
Refreshments	R10 752.00
Water and Sanitations	R3 846 251.96
Total Value as at 28 February 2019	<u>R22 920 960.46</u>

Annexure D

List of vehicles to be emailed