



OVERSTRAND MUNICIPALITY
P O BOX 20, HERMANUS, 7200

QUOTATION NO.SC 585/2008

Quotations are hereby invited for: **INTERNAL AUDIT SERVICES: OVERSTRAND**

Documents, in English, are obtainable at the offices of Overstrand Municipality at Hermanus Administration – Don Kearney, Tel. 028 – 3138069 between 08:00 and 15:30 upon payment of a **non refundable** tender participation fee of **R70.00**. Cheques to be made payable to “**Overstrand Municipality**”.

*Alternatively the documents can be downloaded free of charge from our website: **www.overstrand.gov.za**.*

Sealed quotations, with “**Quotation No SC 585/2009 INTERNAL AUDIT SERVICES: OVERSTRAND**” clearly endorsed on the envelope, must be deposited in **Tender Box No 7** at the offices of the Overstrand Municipality, Magnolia Avenue, Hermanus.

The closing date and time of this quotation is **12h00 on 06 March 2009** and will be opened as soon as possible thereafter.

Quotations must be valid for **thirty (30) days** after the closing date.

Please Note:

- **Tenders that are deposited in the incorrect box will not be considered.**
- **Tender box deposit slot is 28cm x 2.5cm.**
- **Mailed, telegraphic or faxed tenders will not be accepted.**

The tenderer is obliged:

- *By Legislation to submit an original, valid Tax Clearance Certificate;*
- *Declare all the account numbers of the Overstrand Municipality for which he/she is responsible. (No awards will be made to tenderers whose accounts reflect arrears);*
- *To duly fill in and submit the attached set of documents.*
- *To sign the quotation by the duly authorized person and the signature on the quotation will be deemed to be authorized.*

The Overstrand Municipality does not bind itself to accept the lowest or any tender and reserves the right to accept any tender, as it may deem expedient. Tenders are subject to the Standard Conditions of Tender, the Preferential Procurement Regulations of 2001 and the Supply Chain Management Policy of the Overstrand Municipality.

Please contact Don Kearney at 028 – 313 8069 for any technical information needed.

MANAGER: INTERNAL AUDIT
DIRECTORATE FINANCE
HERMANUS ADMINISTRATION



OVERSTRAND MUNISIPALITEIT
Posbus 20, Hermanus, 7200

KWOTASIE NO SC585/2009

Kwotasies word hiermee ingewag vir : **INTERNE OUDIT DIENSTE OVERSTRAND MUNISIPALITEIT**

Dokumente, in Engels, is verkrygbaar by die kantore van Munisipaliteit Overstrand te Hermanus Administrasie Don Kearney, Tel. 028 – 313 8069 tussen 08:00 en 15:30 na betaling van 'n **nie terugbetaalbare** tender deelname fooi van **R70,00** (sewentig rand) , Tjeks moet uitgemaak word aan **“Overstrand Munisipaliteit”**.

*Dokumente is ook gratis beskikbaar op web-blad: **www.overstrand.gov.za**.*

Kwotasies, voltooi in elke opsig en duidelik gemerk : **“KWOTASIE NO. SC 585/2009: “ INTERNE OUDIT DIENSTE OVERSTRAND MUNISIPALITEIT”** en in 'n verseëelde koevert moet in die **tenderbus no 7** by die kantore van die Munisipaliteit Overstrand, Magnolialaan, Hermanus, geplaas word.

Die sluitingstyd en datum van die tender is **06 Maart 2009 om 12h00**. Tenders sal direk na die sluitingstyd in die openbaar oopgemaak word in die Komiteekamer, Hermanus Administrasie.

Kwotasies moet geldig wees vir **dertig(30) dae** na sluitingsdatum.

Let Wel:

Tenders wat in die verkeerde tender bus geplaas word sal nie oorweeg word nie.

Die gleuf van die tender bus is 28cm x 2.5cm.

Tenders wat gepos, telegrafies versend of gefaks is sal nie aanvaar word nie.

Die Munisipaliteit Overstrand is nie verplig om die laagste of enige tender wat ingedien word te aanvaar nie. Tenders is onderworpe aan die Standaard Tender Voorwaardes, Voorkeur Verkrygings Regulasies van 2001 en die Voorkeur Verkrygings Beleid van Overstrand Munisipaliteit.

Vir tegniese navrae kan Don Kearney by 028 – 313 8069 gekontak word.

**BESTUURDER : INTERNE OUDIT
DIREKTORAAT FINANSIES
HERMANUS ADMINISTRASIE**



**UMASIPALA WE-OVERSTRAND
ITHENDA NO.SC 585/2009**

Kucelwa isiniki-xabiso/ uqikelelo-xabiso: **“INTERNAL AUDIT SERVICES: OVERSTRAND”**.

Amaxwebhu, abhalwe ngesiNgesi, ayafumaneka kwii-ofisi zikaMasipala we-Overstrand e-Hermanus ku Don Kearney kulenombolo 028 313 8069 phakathi kweye-08:00 neye-15:30 usakuhlawula umrhumo wokuthatha inxaxheba kwithenda **okanye ongama-R70.00 (amashumi asixhenxe eerandi)**. litsheki mazenziwe zihlawuleke ku **“Masipala we-Overstrand”**.

Okanye amaxwebhu angakhutshelwa esuka kwi-webhusayithi yethu: www.overstrand.gov.za.

Iziniki-maxabiso/uqikelelo-xabiso ezitywinwe kwabhalwa, **ITHENDA NO SC 574/ 2009: “INTERNAL AUDIT SERVICES: OVERSTRAND”** ibhalwe ngokucacileyo kwimvulophu, mayifakwe kwi **Bhokisi yeZiniki-maxabiso No 7** kwii-ofisi zikaMasipala wase-Overstrand, Magnolia Avenue, Hermanus.

Umhla nexesha lukuvalwa kwethenda ngumhla **we 06 Matshi 2009** ngentsimbi ye **12:00** kwaye emva koko ziya kuvulwa ngokukhawuleza.

lithebda mazibesemthethweni kangangentsuku **ezingamashumi aamathathu (30)** emva komhla wokuvala.

Nceda Qaphela:

- **Iziniki-maxabiso ezifakwe kwibhokisi engeyiyo aziyi kuqwalaselwa.**
Umngxuma wokufaka webhokisi yeziniki-maxabiso ungama-28cm x 2.5cm.
Iziniki-maxabiso eziposiweyo, ezcingo okanye ezifeksiweyo aziyi kwamkelwa.

Umntu ongenise isiniki-xabiso unyanzeleke:

- *NgokoWiso-Mthetho angenise iSetifikethi sokuGunyazsa Rhafu esisemthethweni, singakotshwanga;*
- *Bhengeza zonke iinombolo zee-akhawunti zikaMasipala we-Overstrand othi abenoxanduva lwakhe. (Akusayi kunikwa bantu beziniki-maxabiso aba-akhawunti zabo zibonisa ukuba basemva ekuhlawuleni amatyala abo);*
- *Agcwalise ngokufanelekileyo aze angenise zonke iiseti zamaxwebhu anamathelisiweyo.*
- *Kusayinwe isiniki-xabiso ngumntu onegunya elifanelekileyo kwaye ukusayinwa kwisiniki-xabiso kwakuthathwa njengokugunyazisiweyo.*

UMasipala we-Overstrand akazibopheleli ekwamkeleni ixabiso elilelona liphantsi okanye nasiphi isiniki-xabiso kwaye unelungelo lokwamkela nasiphi na isiniki-xabiso, njengoko ebona kufanelekile. Iziniki-maxabiso ziphantsi koMgangatho woLawulo lweZiniki-maxabiso, uMmiselo oKhethekileyo wokuFumana ka-2001 neNkqubo yoLawulo lweTyathanga loKubonelela kaMasipala we-Overstrand.

Nceda nxibelelana no **Don Kearney** kule nombolo ilandelayo 028-313 8069 ngazo naziphi iinkcukacha ezingacacanga ozifunayo.

**ULAWULO LWE-HERMANUS
HERMANUS**