



BEAUFORT WEST MUNICIPALITY



REQUEST FOR PROPOSALS: COMPILATION OF GRAP COMPLIANT FIXED ASSET REGISTER AND GRAP STANDARD OPERATING PROCEDURE MANUAL

Notice no. 162/2008

The Beaufort West Municipality hereby invites suitably qualified service providers to submit proposals for the preparation and compilation of a fixed asset register and GRAP Standard Operating Procedure Manual to comply with GRAP and any guidelines and / or requirements of National Treasury, the Accountant General and the Auditor General.

A document, in English, in connection with the proposal is available at the office of the Director: Financial Services, Beaufort West Municipality, 15 Church Street, Beaufort West. A non-refundable fee of R200 (two hundred rand), is payable for a set of documents. The fee must be deposited into the account of the Beaufort West Municipality at ABSA Bank, Branch Code: 33 41 08, Account Number 405 053 8936. The reference number for confirmation of payment is: 10/10000/100/020110 and Bid Documents will be made available upon provision of proof of payment.

The closing date and time for submission of proposals is 30 January 2009 at 12:00.

The Municipality reserves the right not to accept the lowest or any proposal.

Properly completed proposals and clearly marked: **“NOTICE NO. 162/2008 : COMPILATION OF GRAP COMPLIANT FIXED ASSET REGISTER AND GRAP STANDARD OPERATING PROCEDURE MANUAL”** must be placed in a sealed envelope and deposited into the tender box at the Municipal Offices at 112 Donkin Street, Beaufort West before the closing date and time.

Proposals must be valid for a period of 90 (ninety) days after the closing date. The proposals will be subject to the standard conditions of contract as well as the Supply Chain Management Policy. Enquiries can be directed to the Director: Financial Services at 023-414 8100.

Municipal Offices
112 Donkin Street
BEAUFORT WEST
6970

J Booyesen
MUNICIPAL MANAGER

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