



**BEAUFORT WEST MUNICIPALITY
DEPARTMENT OF CORPORATE SERVICES**



NOTICE No. 62/2022

BID No.: SCM 28/2022

REQUEST FOR QUOTATION (RFQ): APPOINTMENT OF INDEPENDENT INVESTIGATOR FOR ALLEGATIONS OF MISCONDUCT AGAINST FOUR SENIOR MANAGERS

The BEAUFORT WEST MUNICIPALITY hereby invites service providers to submit written quotations to assist with Beaufort West Municipality is in need of an Labour Relations Expert / Legal Practitioner Officer/officer to lead evidence and conduct an investigation into alleged misconduct by Senior Manager in terms of Section 5 (3)(a) of the Disciplinary Regulations for Senior Managers.

Enquiries regarding the scope of works may be directed to Mr. G. Z. NYATHI at Tel. No. 023-414 8194 or via e-mail at goodwilln@beaufortwestmun.co.za. The formal quotation documents are available at the Offices of the Supply Chain Management Unit, Sanlam Building, 112 Donkin Street, BEAUFORT WEST and is also available electronically from or Sidwill Madumbo at sidwillm@beaufortwestmun.co.za. Or sharnellp@beaufortwestmun.co.za.

A non-refundable fee of **R150.00** (One hundred and Fifty Rand), is payable for a set of printed documents. The fee must be deposited into the account of the **Beaufort West Municipality** at **NEDBANK**, Branch Code: **198765**, Account Number **107 428 0318**. The reference number for confirmation of payment is: **SCM 28/2022** and quotation documents will be made available upon submission of proof of payment. **Electronic documents will be free of charge.**

Sealed formal quotations, marked: “**SCM: 28/2022: REQUEST FOR QUOTATION (RFQ): CONTRACTING SERVICES: APPOINTMENT OF AN OFFICER TO LEAD EVIDENCE (INITIATOR)**” must be addressed to the Municipal Manager and placed in the tender box at the Office of Supply Chain Management Unit at the Sanlam Building, 112 Donkin Street, Beaufort West, before the closing time **14:00** on **Friday 27 MAY 2022**. Bids will then be opened in the presence of anyone who wishes to attend, in the Committee Room at the Supply Chain Management Unit at Sanlam Building, 112 Donkin Street, Beaufort West.

Bids received in electronic format or after the closing time and date will not be considered. Council is not bound to accept the lowest or any Bid. Telegraphic, telephonic, telex, facsimile, e-mail and late Bids will not be accepted.

The quotation must be valid for a period of 120 (One hundred and Twenty) days after the closing date. The quotation will be subject to Council’s Supply Chain Management Policy, the Preferential Procurement Policy Framework Act and the Amended Preferential Procurement Regulations, 2017. The 80/20 preference points system will be applicable.

It is a prerequisite that all prospective service providers who are not yet registered on the Central Supplier Database; register without delay by completing the prescribed form. Application forms are obtainable on Central Supplier Database website at www.csd.gov.za.

Municipal Offices
112 Donkin Street
BEAUFORT WEST
6970

G.Z NYATHI
Acting Municipal Manager

20 MAY 2022