

	NAMA KHOI LOCAL MUNICIPALITY		
	TENDER NOTICE AND INVITATION TO TENDER		
	ADVERTISED ON:	MUNICIPAL NOTICE BOARD; MUNICIPAL WEBSITE; NATIONAL TREASURY e-TENDER	
	NOTICE NO: 51/2026	BID/NC062/01/2026-2027	
Tenders are hereby invited for:	SHORT TERM INSURANCE PORTFOLIO		
PUBLISHED DATE:	17 July 2026	CLOSING DATE:	31 July 2026 @ 12H00
CLOSING TIME: 12:00	Formal tenders sealed and clearly marked: SHORT TERM INSURANCE PORTFOLIO Tenders must be placed in the Municipal tender box, Municipal Offices Reception Area, 04 Namakwa Street, Springbok, 8240 no later than 12h00 on 31 July 2026 and will be opened in public immediately thereafter.		
AVAILABILITY OF TENDER DOCUMENTS:			
Tender document can be downloaded online: www.namakhoh.gov.za (Documents – Supply Chain Information - Bid Invitation Adverts - Bid Invitation Advert 2025/2026) or the E-tender website.			
Documents can be obtained from e-tender and municipal website or may be collected from the Supply Chain Department at Nama Khoi Local Municipality after paying a non-refundable deposit of R689.44 (incl) per document at the cashiers.		Tenders submitted without proof of payment will not be considered. A payment request must be sent to Christeline Van Wyk. Email: Christeline.klaase@namakhoh.gov.za INCLUDE THE PAYMENT REQUEST WITH THE TENDER SUBMISSION.	
Date Available:	17 July 2026 @ 13H00	Non-refundable Fee:	R 689.44 (incl)
TENDER SUBMISSION RULES:			
1. Tenders are to be completed in accordance with the conditions and Tender rules contained in the Tender document. All forms and other schedules must be completed in the prescribed bid document. 2. The Tender Document & supporting documents must be placed in a sealed envelope and externally endorsed WITH: THE TENDER NUMBER; DESCRIPTION & CLOSING DATE OF THE TENDER. 3. Late tenders, or tenders that were e-mailed or fax will not be accepted. 4. Tenders may only be submitted on the Tender documentation issued by the Municipality. 5. Nama Khoi 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. 6. Bidders must be registered on the Central Supplier Database of National Treasury OCPO. www.csd.gov.za 7. No person employed by the government (National, Provincial, Municipality) may be considered for this tender.			
Tenders shall be evaluated in terms of the SCM Policy		Tenderers may claim preference points in terms of the 80/20 principle per the Specific Goals set out in the tender document (Specific goals points: Women (5); Disability (5); Youth (5); Locality (5))	
MINIMUM SPECIFICATIONS			
FUNCTIONALITY			
Experience of Service Providers/Company in relation to the scope of work (Submit reference letters)	3 x Reference Letters (40 points Maximum) 2 x Reference Letters (25 Points) 1 x Reference Letter (15 Points) None Provided (0 Points)		
Experience of Key Personnel in relation to the scope of work (Submit Certified CV's, qualifications and Experience)	Above 10 years' Experience (40 Points Maximum) 6 – 10 years' Experience (25 Points) 4 – 5 years' Experience (15 Points) 1 – 3 years' Experience (5 Points) No Experience (0 Points)		
Methodology and Framework (Refer 2.27.7)	Excellent (20 Points Maximum) Good (15 Points) Average (10 Points) Poor (5 Points) None (0 Points)		
No bid will be regarded as a responsive and acceptable bid if it fails to achieve the minimum qualifying score for functionality of 70 out of a maximum of 100 points and will not be evaluated further.			
Site Meeting	None	Validity Period	120 Days
ANY ENQUIRIES REGARDING TECHNICAL INFORMATION MAY BE DIRECTED TO:		ANY ENQUIRIES REGARDING THE TENDERING PROCEDURE MAY BE DIRECTED TO:	
Section:	Technical Services	Section:	Supply Chain Management
Contact Person:	Mr. J Adams	Contact Person:	Ms. C Rabie
Tel:	027 718 8153	Tel:	027 718 8116
E-mail:	johannes.adams@namakhoh.gov.za	E-mail:	candice.rabie@namakhoh.gov.za
Authorised by:	ACTING MUNICIPAL MANAGER	ADV D.M. MALAN	