



HARRY GWALA DISTRICT MUNICIPALITY

"Together We Deliver and Grow"

OFFICE OF THE MUNICIPAL MANAGER

40 Main Street, Private Bag X501, IXOPO 3276

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REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS

DEVELOPMENT OF BUSINESS CONTINUITY PLAN FOR HARRY GWALA DISTRICT MUNICIPALITY

Proposals are hereby Invited from reputable, suitable qualified, experienced and Accredited Service provider for the development of business continuity plan for Harry Gwala District Municipality.

SPECIFICATION

The Service Provider should provide the following services:

- Develop/review of the business continuity policy.
- Business impact analysis.
- Documentation of the non-IT current business continuity practices.

Invalid or non-submission of the following documents will lead to Immediate disqualification of the tender:

- Valid tax clearance certificate or SARS pin.
- Central Supplier Database Registration

The following conditions will apply:

- Prices quoted must be firm and must be Inclusive of VAT (If applicable).
- All quotations submitted shall be valid for 30 days after the tender closing date
- A signed MBD4 form must be submitted with a price written quotation (available on our website and reception)
- A valid original or a certified copy of a B-BBEE status level verification certificate must be submitted to claim preference points.
- 80/20 Preference points system will be used in Evaluation.
- Your company must be registered on municipal database and central supplier database.

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CLOSING DATE

The closing date for the bidders is on ~~23~~ **23 April 2021 at 12h00**. Quotations must be enclosed in **SEALED ENVELOPES** and clearly labelled with the project name "**Development of business continuity plan**" on the outside of the envelopes addressed to **The Municipal Manager**.

Bids must be deposited in the Bid Box at the reception area of Harry Gwala District Municipality, 40 Main Street, Ixopo, before the closing date and time. Telegraphic, telexed or faxed bids will not be considered and late bids will not be accepted.

Harry Gwala District Municipality does not bind itself to accept the lowest or any Bid and reserves the right to accept the whole or any part of the Bid.

BID ENQUIRIES

All tender enquiries and all other matters shall be directed in writing to **Miss. Z Lugongolo** on 039 834 8700 during working hours

Mrs A.N Dlamini
Municipal Manager

