

KNYSNA MUNICIPALITY

TENDER NO. T 46 OF 2016/17: KNYSNA MUNICIPALITY INVITES SUITABLY QUALIFIED SERVICE PROVIDERS TO PARTICIPATE IN AN EXPRESSION OF INTEREST PROCESS TO PROVIDE THE MUNICIPALITY WITH COMPREHENSIVE EMPLOYEE ASSISTANCE SERVICES FOR A PERIOD OF 3 YEARS

Proposals are invited from suitable qualified service providers that are keen to deliver the Municipality with comprehensive EAP services. The intention of this bid is to have a list of services providers to refer the employees to and there will not be a price and BBBEE evaluation. The service will be on an as and when required basis.

The following professionals are requested to submit a two page curriculum vitae with certified copies of their qualifications and registration with the relevant professional bodies.

- Psychiatrists
- Clinical Psychologists
- Social Workers
- Medical Practitioners with psychology/psychiatry qualifications

The physical address for collection of tender documents is **Supply Chain Management Unit, Finance Building, Queen Street, Knysna.**

A receipt for a non-refundable deposit of **R 237.00** payable by cheque made out in favour of Knysna Municipality is required on collection of the tender documents. Tender documents can be downloaded from the following website: www.knysna.gov.za at no cost. Website navigation is as follow: Information centre – SCM – Tenders.

Technical enquiries relating to the tender documents may be addressed to: Mrs Heidi Cronje, Tel No. 044 302 6513, e-mail: hcronje@knysna.gov.za.

The closing time for submission of bids is **12h00 on Wednesday, 24 May 2017**. Bids must be sealed in an envelope clearly marked with the bid number and title given above, and placed in the **bid box at the Supply Chain Management Unit, Finance Building, Queen Street, Knysna**, on or before the mentioned time and latest date. Telephonic, facsimile, e-mail and late bids will not be accepted. Bids must remain valid for a period of ninety (90) days after the closing date of the bid. Knysna Municipality reserves its right to extend the validity period, should you not be willing to hold your bid valid in all respects for further period as requested, it will lapse on expiry of the current validity period.

Bids will be opened on the same day at the Supply Chain Management Section at 12h05. Late or unmarked bids will not be considered.

Bids may only be submitted on the bid documentation that is issued.

The bids are subject to the Council Supply Chain Management Policy and the Preferential Procurement Regulations 2017.

The Municipality reserves the right to withdraw any invitation to bid and/or re-advertise or to reject any bid or to accept a part of it. The Municipality does not bind itself to accept the lowest bid or to award a contract to the Bidder scoring the highest number of points.

NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE AS DEFINED IN THE MUNICIPAL SUPPLY CHAIN MANAGEMENT REGULATIONS (GOVERNMENT GAZETTE NO 40553 DATED 20 JANUARY 2017).

Further requirements for sealing, addressing, delivery, opening and assessment of bids are stated in the Tender Document.

J B DOUGLAS
ACTING MUNICIPAL MANAGER
Clyde Street
KNYSNA
6570

