Bids are invited from suitable suppliers for the drafting and maintenance of a 10 year long term financial plan for Knysna Municipality.

The physical address for collection of tender documents is Supply Chain Management Unit, Finance Building, Queen Street, Knysna. Tender documents can be downloaded from: www.knysna.gov.za at no cost. Website navigation is as follows: Information centre – SCM – Tenders.

A receipt for a non-refundable deposit of **R 237.00** payable in favour of Knysna Municipality is required on collection of the tender documents.

Queries relating to the tender documents may be addressed directly to: Mr M Memani, Tel No. 044-302 6463 or e-mail cfo@knysna.gov.za

The closing time for submission of bids is **12h00 on 28 June 2017**. Bids must be sealed in an envelope clearly marked with the bid number and title given above, and placed in the tender box at the Supply Chain Management Unit, Finance Building, Queen Street, Knysna, before the latter 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 dated. Knysna Municipality reserves the 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 will be evaluated according to the **80/20** preference points system. The bids are subject to the Municipality’s Supply Chain Management Policy, Preferential Procurement Policy Framework Act 2000 and the Preferential Procurement Regulations 2017.

The evaluation of this bid will be subjected to functionality scoring. Bidders must achieve a minimum qualification score of 70% for further evaluation. The qualifying criteria and weighting are set out in the tender document.

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 Data.

It will be required of all bidders to be registered on the Central Supplier Database.