

Bid No: SCM 23/2025/26

Supply Chain enquiries: 016 973 8744/49

Date: 07 January 2026

Request for formal Written Quotation

Kindly furnish Metsimaholo Local Municipality with a written quotation for the services as detailed on the below schedule.

APPOINTMENT OF A SERVICE PROVIDER FOR THE MUNICIPAL FINANCIAL SUSTAINABILITY INDEX PREMIUM SERVICE.

Detailed Specification, returnable forms MBD and General Conditions of Contract (GCC) are obtainable from Supply Chain Management Unit, Finance Building, Sasolburg 1947 at **R50.00**

The quotation must be placed on the letterhead of your company and must be delivered not later than the **16 January 2026 before 11H00AM** in the tender box located at Metsimaholo Local Municipality, First Floor, Finance Building, 10 Fichardt Street, Sasolburg. The following requirements will apply:

- **Be registered on the Central Supplier Database (CSD)** and provide us with your Supplier number or attach a **Summary report**.
- **Service provider** must submit a **municipal rates and taxes statement on the company name that** is not older than three months and not in arrears for more than 90 days or **Lease agreement** where the company is the lessee.
- The potential bidder should attach proof of **professional certificate (e.g. SAICA/IRBA/CIMA/SACNASP etc.)**
- The bidder must provide (01) signed reference letter from where they have performed similar work.

Please take note that the quotation must be valid for 60 days.

NB! IT IS COMPULSORY TO PURCHASE THE BID DOCUMENT FROM THE MUNICIPALITY FAILURE TO DO SO WILL RENDER YOUR SUBMISSION AS A NON-RESPONSIVE BID AND WILL NOT BE EVALUATED FURTHER.

This quotation will be evaluated in terms of 80/20 of points system as prescribed in the **Preference Points Claim Form in Terms Of The Preferential Procurement Regulations 2022 (Price(80) and Specific Goals (20) (Locality)** for this purpose the bidders are required to submit **Municipal account** in the name of the bidder not older than 90 days or a valid copy of lease agreement signed by both parties, where the bidder is the lessee, or SARS tax pin document or submit your company **bank confirmation letter** with address of the company, if **bank confirmation letter** does not reflect the bidders address the **bank confirmation letter** must be submitted with the **bank statement**.

General Conditions are available on the Municipal website for your information. Failure to comply with the above conditions may invalidate your offer.

Mr F.J. Motloun
Municipal Manager

SPECIFICATIONS

APPOINTMENT OF A SERVICE PROVIDER FOR THE MUNICIPAL FINANCIAL SUSTAINABILITY INDEX PREMIUM SERVICE .

Deliverables

The service provider must provide the following:

1. Inception Report
2. Interim Diagnostic Report
3. Final Comprehensive Financial Analysis Report
4. Implementation & Improvement Plan
5. Presentation to Senior Management / Executive Mayor

Detailed Scope of work

The service provider must produce a Municipal Financial Sustainability Index Report based on a detailed analysis of the Municipality's audited financial statements over the past five (5) financial years.

The index must consist of six distinct financial sustainability components, each measured, scored, benchmarked, and trended over the five-year period to indicate the Municipality's historical performance and likely financial sustainability outlook.

In addition, the service provider must prepare an in-depth financial analysis report on the 2025 financial statements, identifying key constraints and supporting factors (including revenue enhancement opportunities) that impact long-term financial sustainability and the Municipality's ability to increase infrastructure investment and expand service delivery in a manner attractive to potential investors.

The service provider must further analyse the Medium-Term Budget for 2026/27 to 2027/2028 MTREF this must include sensitivity analysis on key financial parameters (such as changes in collection rates, borrowing levels, operating costs and grant dependency), to determine whether the budget incorporates appropriate financial features to support and improve the Municipality's future financial sustainability.

➤ **Minimum Requirements/Eligibility Criteria**

Bidders must meet the following:

Minimum 5 years' demonstrated experience in municipal financial analysis or MFMA compliance advisory.

Key team members must include:

- A qualified Chartered Accountant (CA(SA)) / Registered Auditor / Certified Professional Accountant or equivalent
- Senior municipal finance specialist(s)

Proven experience working with:

- Local municipalities
- MFMA legislative environment

CVs of key personnel

Contactable references (minimum 3 similar projects)