

# NDLAMBE MUNICIPALITY



## INVITATION TO SUBMIT WRITTEN QUOTATIONS

### ACTUARIAL VALUATION OF THE POST RETIREMENT MEDICAL ASSISTANCE LIABILITY AND LONG SERVICE AWARDS AS AT JUNE 2024

Quotations are hereby invited for suitable experienced, reputable and qualified companies to provide the actual valuation of the Post-Retirement Medical Assistance Liability and Long Service Awards for Ndlambe Municipality as at 30 June 2024.

#### Functionality Requirements for Actuarial Valuation of the Post-Retirement Medical Assistance Liability and Long service Awards

- The company should consist of qualified actuaries.
- It should be registered
- It must have a minimum experience of five years in the field
- The valuation must be based on the information provided by Ndlambe Municipality
- The number of staff for Ndlambe Municipality to be used as a basis of a quotation is ± 552 members (In-service 500 and Continuation members 52), for LSA ±500 (Females 189 and Males 311) and the numbers are subject to change.
- It must be able to deliver within the agreed due date.
- It must be available to assist with any audit queries that might arise from their reports.
- It must be able to affect any audit changes that might arise during the audit process in the agreed due timeframes.

#### Bidders Shall Take Note of the Following Bid Conditions:

1. The bid price for actual valuations should be in R (ZAR) value.
2. A brief **Curriculum Vitae** for each proposed consultant should also be submitted.
3. Prices must be valid for at least ninety (90) days from the closing date.
4. Prices quoted must be firm and must be inclusive of VAT.
5. Ndlambe Municipality does not bind itself to accept the lowest bid or any other bid and reserves the right to accept the whole or part of the bid.
6. Bids that are late will not be considered, whilst the lowest or only quotation will not necessarily be accepted. Quotations per fax or E-mail will also not be considered.
7. A tax clearance certificate issued by SARS must accompany all quotations OR a tax reference number and PIN or TCC number must be provided.
8. Bidders must complete Council's Declaration of Interest form (MBD4).
9. Bidders must complete Certificate of Independent Bid Determination (MBD9).
10. CSD (Central Supplier Database) registration number of bidder to be provided.

The abovementioned MBD forms are available for download from: <https://ndlambe.gov.za>

Late submitted proposals will not be considered and will be disqualified. Quotation mails must be headed "**ACTUARIAL VALUATION OF PRMA AND LSA LIABILITIES**" and mailed to [uqinela@ndlambe.gov.za](mailto:uqinela@ndlambe.gov.za) and [ssmaile@ndlambe.gov.za](mailto:ssmaile@ndlambe.gov.za) not later than 12h00 on 17 May 2024.

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NOTICE NR: 90/2024