

**TENDER NO. 52 OF 2008**  
**REVIEW: ORGANIZATIONAL STRUCTURE / ORGANOGRAMS FOR**  
**GRADE 4 LOCAL MUNICIPALITIES**

Bids are hereby invited from **registered expertise in the field** to review and compile the Organogram of Makhado Local Municipality in accordance with the Model Organogram for Grade 4 Municipalities, which includes amongst others the following activities:

1. To align the approved Municipal Organogram, 2005, as amended with that of Department Local Government and Housing's Model for Grade 4 Municipalities
2. To include the municipal departments' 2008 requests
3. To perform a work-study of the proposed organogram after item 1 and item 2 have been attended to, that would determine the real need of each required post
4. To convert the format of the organogram so that a vacancy control administration system can be performed by VIP Premier Payroll

**Bids must -**

- \*remain valid for a period of ninety (90) days after the closing date
- \*be accompanied by an original valid SARS Tax Clearance Certificate, failing which it will not be considered
- \*be sealed in an envelope clearly marked "***Tender No 52 of 2008: Review Organizational Structure***" on the outside of the envelope
- \*be deposited in the tender box situated at the foyer of the main entrance to the Civic Centre Building, 83 Krogh Street, Louis Trichardt
- \* be received by no later than **12h00 on Friday, 24 October 2008** in the tender box

All bids received will be opened in public in the Executive Committee Chamber, First Floor, Civic Centre, Louis Trichardt immediately upon the closing time.

Bids will be evaluated and adjudicated in terms of the

- \*Preferential Procurement Policy Framework Act, (Act 5 of 2000) under the 80/ 20 point preferential system where 15 points will be in respect of specific goals;
- \*Municipality's Supply Chain Management Policy;
- \*Municipal Supply Chain Management Regulations, 2005.

**NOTE:**

1. The Municipality is not obliged to accept the lowest or any bid and reserves the right to accept any part of the bid.
2. All enquiries must be directed to Ms. N S Nekhavhambe at telephone number 015 519 3226
3. No bid per facsimile or e-mail will be accepted.

Civic Centre  
83 Krogh Street  
LOUIS TRICHARDT  
0920  
2/3 October 2008  
Tender No 52 of 2008  
Notice No 92 of 2008  
File 8/3/2/839

MR R H MALULEKE  
ACTING MUNICIPAL MANAGER