



ADDENDUM NO. 1

BID NUMBER: PM24-25/26

TENDER DESCRIPTION: APPOINTMENT OF THE SERVICE PROVIDER FOR ASSET MANAGEMENT (MOVABLE AND IMMOVABLE ASSETS INCLUDING HERITAGE, BIOLOGICAL, LIVING AND NON-LIVING RESOURCES AND INTANGIBLE ASSETS) FOR PERIOD OF THREE (03) YEARS

ERRATUM TO BID DOCUMENT IS FOLLOWS:

- Bidders are informed of the addendum on this project. The addendum is to include a period of three (03) years on project description.
- Page 37 of the bid document is amended by adding item no. 9 on the terms of reference of the project which reads **“Changes in measurement bases of Infrastructure Assets from revaluation model to cost model in line with GRAP Directive 11 requirements and related GRAP Standards. (The municipality wishes to change the measurement basis in 2026/27 Financial Year).”**
- The bid document is amended with below pages 4 and 37 to the bid document. Bidders are required to attach the below pages to the bid document.

MS. THUSO NEMUGUMONI
CITY MANAGER



**PART A
INVITATION TO BID**

MBD1

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF MUNICIPALITY/ MUNICIPAL ENTITY)					
BID NUMBER:	PM24-25/26	CLOSING DATE:	11 March 2026	CLOSING TIME:	10H00
DESCRIPTION	APPOINTMENT OF THE SERVICE PROVIDER FOR ASSET MANAGEMENT (MOVABLE AND IMMOVABLE ASSETS INCLUDING HERITAGE, BIOLOGICAL, LIVING AND NON-LIVING RESOURCES AND INTANGIBLE ASSETS) FOR PERIOD OF THREE (03) YEARS.				
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).					

BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT Polokwane Municipality, Civic Centre, corner Bondenstein and Landdros Mare Street not later than 10:00 on 11 March **2026**.

An official and compulsory briefing session not applicable for this project.
The Bid box is generally open 24 hours, 7 days a week.
Completed Bid document, fully priced and signed must be sealed in an envelope marked “ Bid number and Bid description”
Bidders should ensure that bids are delivered timeously to the correct address. If the bid is late, it will not be accepted for consideration.
Bids documents containing the Conditions of Bid and other requirements in terms of the Supply Chain Management Policy will be downloaded from e-tender Publication Portal at www.etenders.gov.za at no fee.

SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
TAX COMPLIANCE STATUS	TCS PIN:		OR	CSD No:	
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES OFFERED?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	[IF YES ENCLOSE PROOF]			[IF YES, ANSWER PART B:3]	
TOTAL NUMBER OF ITEMS OFFERED			TOTAL BID PRICE	R	
SIGNATURE OF BIDDER		DATE		
CAPACITY UNDER WHICH THIS BID IS SIGNED					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:			TECHNICAL INFORMATION MAY BE DIRECTED TO:		
DEPARTMENT	SCM		CONTACT PERSON	Mr. Alfred Mothapo	
CONTACT PERSON	Mr. Tiro Pilusa		TELEPHONE NUMBER	015 290 2167	
TELEPHONE NUMBER	015 290 2148		FACSIMILE NUMBER		
FACSIMILE NUMBER			E-MAIL ADDRESS	alfredm@polokwane.gov.za	
E-MAIL ADDRESS	tirop@polokwane.gov.za				

Addendum Page 37

4. Investment Property Register (GRAP 16)

- Obtain and review the existing Investment Property Asset Register and ensure the completeness there of.
- Fair valuation of investment property
- Reconciliation and reviews of PPE land and reclassification of properties where necessary.

5. PPE Land (GRAP 17, 12 & 16)

- Obtain and review the existing Asset Register and ensure the completeness there of.
- Valuation of different categories of land in line with CoP adopted methodology.
- Reconciliation and reviews of PPE land and reclassification of land properties where necessary.

6. Biological Assets (GRAP 27)

- Update the Biological Asset Register with the information received from Environment SBU game count report.

7. Living and Non-Living Assets (GRAP 110)

- Update the Living and Non-Living resource FAR

8. Generic Functions.

- Performance of asset verification using current technology
- Ensuring that all the infrastructure assets of CoP are loaded in the GIS of the Municipality and can be able to be verified spatially.
- Submission of monthly reports on each register
- Preparation of GRAP compliant Asset Register for all asset categories as listed by the municipality.
- Ensuring that all additions and WIP are properly supported.
- Provide support during the audit. (Internal and External)
- Provide necessary schedules, reconciliations and notes to AFS during the preparation of Interim and Annual Financial Statements.
- Provides Progress reports on monthly meetings and when required
- Provide a clear skills transfer plan with targets and clear timeframes.
- Reviews of standard operating procedure (sop)

9. Changes in measurement bases of Infrastructure Assets from revaluation model to cost model in line with GRAP Directive 11 requirements and related GRAP Standards. (The municipality wishes to change the measurement basis in 2026/27 Financial Year.)