

**AMAJUBA DISTRICT MUNICIPALITY**  
**INVITATION TO BID**  
**BID NO.: T2023/10**  
**INVESTIGATION OF UNAUTHORISED IRREGULAR FRUITLESS AND WASTEFUL**  
**EXPENDITURE 2022**

Bids are hereby invited from bidders registered on the Central Supplier Database for the investigation of unauthorised irregular fruitless and wasteful expenditure at the Amajuba District Municipality.

Requirements: 1. The project leader must be registered with an Accounting/Auditing institutional body  
2. Certified Government Auditors Profession; 3. Certified Fraud Examiner

The bid document will be emailed to the bidder upon producing proof of payment of a non-refundable fee of R500.00 per document. Cash Deposits/EFT must be made into the Amajuba District Municipality bank account: Standard Bank Account N° 062156624 with the reference number 202300202300. Bidders are required to email proof of payment, name of bidding company and its contact details before 12h00, 12 May 2023 to [khethiwem@amajuba.gov.za](mailto:khethiwem@amajuba.gov.za) . Evaluations will be done on bid companies that submitted their proof of payment before the closing date and time 12 May 2023. This bid will be evaluated on price and functionality in terms of the 80/20 preference point systems as prescribed in the Preferential Procurement Policy Framework Act and Preferential Procurement Regulations of 2022 where 80/20 points system will be applied wherein 80 points are for price and 20 for specific goals and for this purpose the enclosed forms must be scrutinized, completed and submitted together with your bid.

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system)
HDI Points:	5
1. No Franchise before 1993	3
2. Gender = Female	2
3. Disability = (Medical certificate)	
The promotion of enterprises located in KwaZulu-Natal for work to be done or services to be rendered in the Province of KwaZulu-Natal	5
The promotion of enterprises located in Amajuba district within the KwaZulu-Natal Province for work to be done or service to be rendered in that particular district	2
The promotion of enterprises located in a specific municipal area within KwaZulu-Natal Province for work to be done or service to be rendered to the particular municipality	3
<b>TOTAL POINTS CLAIMED</b>	<b>20</b>

Bidders are required to submit original tax clearance certificate/ Tax Compliance Status Pin or CSD number.

Completed bid documents in sealed envelopes endorsed “**Bid no: T2023/10: Investigation of UIFW expenditure 2022**” must be deposited in the Municipality’s tender box located in the reception of the Amajuba District Municipality on or before the closing date, whereby bids will be opened in public. Bid envelopes that are not sealed and numbered will not be considered. Late bids will not be accepted.

The Amajuba DM is not obliged to award the lowest or any bid.

All technical enquiries must be directed to Sanele Mbatha on 034 329 7200 or by email

[sanelem@amajuba.gov.za](mailto:sanelem@amajuba.gov.za) regarding SCM related procedures, kindly contact Sabelo Zulu on 034 329 7200 or by email [sabeloz@amajuba.gov.za](mailto:sabeloz@amajuba.gov.za)

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**Closing date: Tuesday, 23 May 2023 @12h00 noon**

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**MR P.M MANQELE**  
**ACTING MUNICIPAL MANAGER**





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## **THE INVESTIGATION OF UNAUTHORIZED, IRREGULAR AND FRUITLESS AND WASTEFUL EXPENDITURE FOR 2022 FINANCIAL PERIOD**

### **1. INTRODUCTION**

The municipality is seeking the services of a service provider who has traceable reference and experience to assist the municipality to perform the investigation of Unauthorized, Irregular and Fruitless and Wasteful Expenditure for 2022 financial year. It must be noted that the Municipality has identified Unauthorized, Irregular and Fruitless and Wasteful Expenditure and have prepared a register in this regard, the service provider is required to investigate these expenditures.

The MFMA Circular No 68 provides clarity on the procedures to be followed when dealing with UIFW expenditure as defined in section 1 of the Municipal Finance Management Act (MFMA) No. 56 of 2003.

### **2. SCOPE OF WORK / SERVICE DESCRIPTION:**

- 2.1 Investigation to be performed for the 2022 financial period.
- 2.2 The service provider is required to investigate the Unauthorized, Irregular and Fruitless and Wasteful Expenditure in terms of MFMA Section 32 and other related legislations.
- 2.3 Must identify the nature of the non-compliance with relevant legislation and be able to show the steps taken to identify the above and recommend a corrective action.
- 2.4 Determine / identify the root causes that led to the UIFW expenditure transgressions
- 2.5 Determine whether the Municipality has suffered any financial loss due to the UIFW expenditure.
- 2.6 Identify any breakdown in the designed internal controls and recommend remedial intervention.

- 2.7 Identify the employee/s responsible for the UIFW expenditure.
- 2.8 The project must be completed within thirty (30) calendar days.
- 2.9 Must prepare a report after investigation and be submitted to MPAC

**3. REQUIREMENTS**

- 3.1 The project leader must be registered with an Accounting/Auditing institutional body
- 3.2 Certified Government Auditors Profession
- 3.3 Certified Fraud Examiner
- 3.4 CV's of the proposed team

**4. EVALUATION CRITERIA**

Proven experience in similar investigation assignment (**Attach appointment letters**)

3-5 projects – attached appointment letters/orders	<b>20</b>	<b>30</b>
Above 5 projects – attached appointment letters/order	<b>30</b>	

The minimum qualifying score for functionality will be 20 points and submissions that fail to achieve the minimum qualifying score will not be evaluated further.

**5. RETURNABLE DOCUMENTS**

- All MBD documents must be completed and signed,
- Central Supplier Database (CSD) registration number.
- Company registration certificate
- Attached municipal rates and taxes or municipal charges to the municipality Or municipal entity, or to any other municipality / municipal entity, that is not older than 3 months.

**TERMS OF REFERENCE APPROVED/NOT APPROVED**

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**MR P.M MANQELE**  
**ACTING MUNICIPAL MANGER**