



PO Box 4197, Pretoria 0001, Republic of South Africa
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Invitation to Tender

Ditsong Museums of South Africa (DMSA) is a schedule 3A public entity, accountable to the Department of Arts and Culture (DAC) and Parliament. DMSA develops, manages and administers some of the largest and most significant Southern African heritage assets in the fields of fauna, palaeontology, cultural history, anthropology, archaeology and military history; which require constant monitoring of the sustainable and responsible custodianship of these irreplaceable national heritage assets. For more information about the DMSA, please visit our website: www.ditsong.org.za

The DMSA hereby requests suitably qualified and reputable service providers to submit proposals for:

TENDER NO. DMSA 006/2018- APPOINTMENT FOR THE PROVISION OF INSURANCE BROKING SERVICES FOR A PERIOD OF THREE (3) YEARS

.The physical address for collection and delivery of tender documents is:

Ditsong Museums of South Africa, Head Office, Ga Mohle Building, 70 WF Nkomo Street, Pretoria.

A Bid Compulsory Briefing Session to Be Held at Ditsong Museums of South Africa, Head Office, Ga Mohle Building, 70 WF Nkomo Street, Pretoria, At 11h00 On 12 December 2018

NB: Failure to attend the site briefing will result in automatic disqualification.

NOTE: The DMSA will not be responsible to oversee that bids sent by courier are placed in the Bid /Tender box.

Tender documents may be collected during working hours (08:00 to 16:00) from Monday, 03 December 2018.

A non-refundable tender fee of R200.00 per tender document must be cash.

Only tenders from service providers who satisfy the criteria in the Tender Data Section of the tender document will be considered.

The closing time and date for receipt of tender **DMSA 006/2018** is **11:00 on 21 December 2018**. Telegraphic, telephonic, telex, facsimile, e-mail and late tender submissions will not be accepted.

Tenders may only be submitted on the tender documentation that is issued and must be completed in full. The retyping of the tender documentation is not permitted. Bidders **must submit an original plus one electronic copy (on Memory Stick/ USB)** in PDF format all bound in a sealed envelope.

The DMSA reserves the right to accept or reject any variation, deviation, tender offer or alternative tender offer and may cancel the tender process and reject all tender offers at any time before the formation of a contract. The DMSA will not incur any liability to a tenderer for such cancellation and rejection, but will give written reasons for such action upon request to do so.

DITSONG: Museums of South Africa

Incorporating

DITSONG National Museum of Natural History, DITSONG National Museum of Cultural History, DITSONG National Museum of Military History
DITSONG Kruger Museum, DITSONG Pioneer Museum, DITSONG Sammy Marks Museum, DITSONG Willem Prinsloo Agricultural Museum, DITSONG Tswaing Meteorite Crater

Members of the Council: Ms. K. Rapoo (Chairperson), Ms. Z. Khanyile; Adv. MJ Ralefatane; Dr. P Bayliss; Mr. M. Dithlake; Mr. M. Mgijima; Dr. M. Matlou; Mr. B. Daniels; Ms. Y. Mashilela
CEO: Ms. A. Lebethe