



RICHMOND LOCAL MUNICIPALITY

NOTICE IN TERMS OF SECTION 116(3) OF THE LOCAL GOVERNMENT: MUNICIPAL FINANCE MANAGEMENT ACT, 2003 (ACT 56 OF 2003) FOR CALL FOR PROPOSAL FOR THE SERVICE PROVIDERS SPECIALIZING IN SHOPFITTING ON TURNKEY MANAGEMENT SERVICES.

Notice is hereby given in terms of Section 116 (3) (a) and (b) of the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003) that it is the intention of the Richmond Local Municipality to amend the existing contract:

Description: **AMENDMENT TO THE EXISTING APPOINTMENT OF CALL FOR PROPOSAL FOR THE SERVICE PROVIDERS SPECIALIZING IN SHOPFITTING ON TURNKEY MANAGEMENT SERVICES.**

Reasons for the proposed amendment: The approved scope of works was on a turnkey shopfitting basis, incorporating the design of drawings, submission of the project plan, project implementation, and supervision.

During the planning and mobilisation phases, it was identified that the refurbishment process would significantly disruption the Finance Department 's day to day operations if staff remained in the building during construction. This posed operational and safety risks, as well as the potential to delay project completion.

To mitigate these risks, it was proposed that Finance Department staff be relocated to a temporary working space for the duration of the refurbishment. The Richmond Memorial Hall was identified as the most identified as the most viable alternative venues due to its size, proximity, and availability.

The existing contract scope did not include the preparation of an alternative office space. To ensure business continuity and maintain uninterrupted service delivery to the community, the memorial hall requires temporary office setup works to be carried out.

Given that the service provider is already mobilised on site, familiar with municipal requirements, and equipped with the necessary resources, it is both operationally efficient and cost effective to extend their scope of works rather than initiating a new procurement process.

It is therefore practical and or cost effective for the Richmond Municipality to amend the existing contract of The Call for Proposal for the Service Providers Specializing in Shopfitting on Turnkey Management Services until the contract is completed.

Notice is hereby further given in terms of Section 21 and 21A of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000) that the local community and interested / affected parties are invited to submit comments or representations to the Municipality in respect of the above, such comments or representations must be received within 14 days of advertisement via electronic mail to the e-mail address provided below, or be delivered to the undersigned to the mailing address provided hereunder. Persons who are physically disabled or who cannot read or write but wish to participate in the process, may come during office hours to the Municipal Offices, Supply Chain Department, 57 Shepstone Street, Richmond, where a staff member will assist that person to transcribe that person's comments or representations.

Comments and/or representations must be submitted to the following e-mail addresses: nkosinathi.ngubane@richmond.gov.za / lungelwa.akilo@richmond.gov.za with the subject line entitled amendment to the existing appointment of Shospec (PTY) LTD.

The closing time for the submission of representations and/or comments must be received within 14 days of advertisement at **12h00**. No comments or representations received after this time and date will be considered.

All enquiries regarding this intent can be directed to the following official:

Name and Surname : Nkosinathi Ngubane

E-mail address : nkosinathi.ngubane@richmond.gov.za

Physical address : 57 Shepstone Street, Richmond

MUNICIPAL MANAGER