



ERRATUM: RE-ADVERT RFP OW-004 2026/27

ERRATUM: RECTIFICATION AND CLARIFICATION OF TENDER REQUIREMENTS

Bid Description: Appointment of an insurance broker in accordance with the given scope for a period of 36 months

The above-mentioned bid was advertised on the National Treasury eTender Portal and the Overberg Water Board website on **06 October 2026**. A compulsory briefing session was held on **16 October 2026**, with the bid closing date scheduled for **05 November 2026** at **12:00**.

During the compulsory briefing session, prospective bidders raised the following queries for clarification:

1. VAT inclusive and VAT exclusive inconsistency on the pricing schedule on page 16 of the document.

An inconsistency regarding VAT requirements was identified between page 16 of the tender document and the pricing schedule. It was clarified during the briefing session that all rates must be quoted **inclusive of VAT**, and the document will be revised accordingly.

Page	Original	Revised
16	All prices must be exclusive of VAT	All prices must be inclusive of VAT

2. Pricing schedule

The following issues were identified within the pricing schedule during the compulsory briefing session. It was subsequently clarified that the necessary amendments would be made to ensure that the pricing schedule includes only the relevant and applicable pricing requirements, and the current asset register and asset values.

No	Included in the pricing schedule	Proposed action
Assets all risks		
1.	Monthly Premium	All premiums must be quoted on annual basis
2.	SASRIA	SASRIA must be quoted on annual basis
3.	Column E: SUM INSURED	This column must be Total Annual Premium
Transportation		
3.	Buildings Combined and Houseowners are incorrectly classified	Buildings Combined and Houseowners to be moved to the Assets all risks category or tab and be listed under buildings.
4.	Tariff column	Column to be deleted as it is not applicable
5.	Monthly Premium (Vat incl)	Premiums must be quoted on an annual basis

6.	SASRIA	SASRIA must be quoted on annual basis
7.	Total Monthly Premium (VAT Incl.)	Total premium must be quoted on an annual basis
Liability and Com Crime		
8.	Tariff (excl. Broker Fee), SASRIA and Total Annual premium columns	Columns to be removed as they are not applicable
D & O		
9.	Tariff (excl. Broker Fee), Annual Premium and SASRIA columns	All these columns to be deleted as they are not applicable
SB & PA		
10.	Tariff (excl. Broker Fee), Annual Premium and SASRIA columns	All these columns to be deleted as they are not applicable
Additional tab for totals		
11.	To add a summary tab capturing the total of all asset categories quoted.	

Accordingly, the pricing schedule is hereby rectified to reflect the following:

No	Included in the pricing schedule	Proposed action	Revision status
Assets all risks			
1.	Monthly Premium	All premiums must be quoted on annual basis	Revised, refer to the pricing schedule
2.	SASRIA	SASRIA must be quoted on annual basis	
3.	Column E: SUM INSURED	This column must be Total Annual Premium inclusive of SASRIA	
Transportation			
3.	Buildings Combined and Houseowners are incorrectly classified	Buildings Combined and Houseowners to be moved to the Assets all risks category or tab and be listed under buildings.	Revised, refer to the pricing schedule
4.	Tariff column	Column to be deleted as it is not applicable	
5.	Monthly Premium (Vat incl)	Premiums must be quoted on an annual basis	
6.	SASRIA	SASRIA must be quoted on annual basis	
7.	Total Monthly Premium (VAT Incl.)	Total premium must be quoted on an annual basis	
Liability and Com Crime			
8.	Tariff (excl. Broker Fee), SASRIA and Total Annual premium columns	Columns to be removed as they are not applicable, the premium must be inclusive of all costs.	Revised, refer to the pricing schedule
D & O			
9.	Tariff (excl. Broker Fee), Annual Premium and SASRIA columns	All these columns to be deleted as they are not applicable, the premium must be inclusive of all costs.	Revised, refer to the pricing schedule
SB & PA			

10.	Tarrif (excl. Broker Fee), Annual Premium and SASRIA columns	All these columns to be deleted as they are not applicable, the premium must be inclusive of all costs.	Revised, refer to the pricing schedule
Additional tab for totals			
11.	To add a summary tab capturing the total of all asset categories quoted.		Revised, refer to the pricing schedule

3. Criteria 4 of Functionality requirements

The criteria was initially advertised as set out in the table below. However, during the briefing session, it was clarified that the criteria requires amendment, as the stipulated submission of the list of claims by client inclusive of contact person, telephone number, claim description, claim amount and settlement amount, will result in confidentiality breach and unauthorised disclosure of client information without prior consent from the client will potentially be creating POPIA non-compliance. The matter was referred to the Bid Specification Committee (BSC) for reconsideration as the criterion cannot be removed or amended without the Committee's recommendation for approval.

No	Criteria	Rating	Weight criterion
4	Experience (Claims)		
	The bidder must submit the list of claims by client, contact person, telephone number, claim description, claim amount and settlement amount. The bidder must have dealt with an individual claim in excess of R5,000,000.00 and above in the past five (5) years		10
	The individual claim equal to R5,000,000.00 in the past five (5) years	1	
	The individual claim more than R5,000,000.00 but less than R6,000,000.00 in the past five (5) years	2	
	The individual claim more than R6,000,000.00 but less than R7,000,000.00 in the past five (5) years	3	
	The individual claim more than R7,000,000.00 but less than R10,000,000.00 in the past five (5) years	4	
	The individual claim in excess of R10,000,000.00 in the past five (5) years	5	

4. Accordingly, the criteria is hereby rectified to reflect the correct requirement.

No	Criteria	Rating	Weight criterion
	Experience (Claims)		
	Reference letter from the client, on the client's official letterhead confirming that the bidder have successfully managed claims in excess of between R5,000,000.00 and above in the past five (5) years.		
	Required: Reference letter for Claims		

4	The individual claim equal to R5,000,000.00 in the past five (5) years	1	10
	The individual claim more than R5,000,000.00 but less than R6,000,000.00 in the past five (5) years	2	
	The individual claim more than R6,000,000.00 but less than R7,000,000.00 in the past five (5) years	3	
	The individual claim more than R7,000,000.00 but less than R10,000,000.00 in the past five (5) years	4	
	The individual claim in excess of R10,000,000.00 in the past five (5) years	5	

5. Extension of Bid Closing and Related Dates

The original closing date for this bid was **05 November 2026**. Following requests received from prospective bidders for an extension, it has been deemed necessary to revise the bid timetable as follows:

- **Provision of Feedback:** 23 October 2026
- **Deadline for Submission of Queries:** 05 November 2026 at 5:00 PM
- **Responses to Queries:** 09 November 2026
- **Closing Date:** 19 November 2026 at 12:00 PM

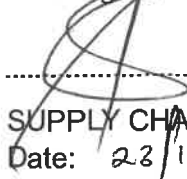
Supply Chain Management (SCM) has noted the concerns identified in the original bid documentation and confirms that this erratum is issued to address and rectify those matters accordingly.

This notice serves to formally clarify and amend the concerns raised during the compulsory briefing session. The purpose of these amendments is to ensure that all prospective bidders are provided with consistent and accurate information, thereby enabling the preparation of bids on a fair and uniform basis.

Bidders are required to attach the revised **Page 16, Criterion 4 of the Functionality Requirements**, and the **revised Pricing Schedule** contained in this erratum to their bid submissions, as agreed during the compulsory briefing session. All bids will be evaluated in accordance with the amended requirements reflected in the revised documentation.

Please note that, except for the amendments specifically outlined in this erratum, all other information contained in the original bid document remains unchanged. All terms, conditions, specifications, and requirements as originally advertised shall continue to apply.

Kind regards

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 SUPPLY CHAIN MANAGEMENT
 Date: 23/10/2026