



uPHONGOLO MUNICIPALITY

ADVERTISEMENT

Bids are hereby invited in terms of section 18(a) of the uPhongolo Municipality's Supply Chain Management Policy together with section 83 of the Municipal Systems Act, No.32 of 2000, as amended and read together with sections 110,111 and 112 of the Municipal Finance Management Act No.56 of 2003 for:

BID NO.	PROJECT NAME	ENQUIRIES	BRIEFING	CLOSING DATE AND TIME
797/08/26	EVENT ORGINIZER FOR WOMAN'S DAY CELEBRATION	Mrs SSP Xaba-Nkosi (034) 413-1223 email: xabassp@uphongolo.gov.za	N/A	09 September 2026 at 12h00

The tender document will be sold at **R892.49** at Municipal cashier windows, the services provider can also do the EFT and come with the Proof of payment to collect the document, the tender document will be available from the 28th of August 2026 until the 7th of September 2026.

The services provider is requested to reserve the tender document on the following email: nkanyisog@uphongolo.gov.za and minentlem@uphongolo.gov.za

The Municipal Banking details are as follows:

Banking Details

Name of bank: First National Bank

Type of Account: Public Sector Cheque Account

Account Number: 62027530858

Reference: Company name / Tender Number

Sealed bids marked with a relevant **Bid No.** must be placed in the bid box at UPHONGOLO Local Municipality at 61 Martins Street, uPhongolo, 3170 **on or before 12H00 on closing date** and will be opened directly thereafter and the bid result will be published on municipal website within three (3) days.

The following conditions will apply for

- Prices must remain valid for a period of ninety (90) days from the bid closing date.
- All prices quoted must be inclusive of Value-Added Tax (VAT).
- Bids will be evaluated in accordance with the applicable preferential point scoring system, as provided for in the Municipality's Supply Chain Management Policy and applicable legislation.
- The following Municipal Bidding Documents (MBDs) must be fully completed, signed where applicable, and submitted with the bid: MBD 1 – Invitation to Bid; MBD 4 – Declaration of Interest; MBD 6.1 – Preference Points Claim Form in terms of the Preferential Procurement Regulations, 2022; MBD 8 – Declaration of Bidder's Past Supply Chain Management Practices; and MBD 9 – Certificate of Independent Bid Determination.
- Late, incomplete, or non-responsive bids will not be considered. The Municipality is not obliged to accept the lowest-priced bid, or the only bid received, Bids submitted by facsimile or e-mail will not be accepted and will not be considered.
- The 80/20 preferential point scoring system, as prescribed by the Preferential Procurement Regulations, 2022, issued in terms of Section 5 of the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000), will be applied in the evaluation of this bid, where applicable Copy of Company Registration Certificate (CK)
- Copy of the Company Registration Certificate / CIPC Registration Certificate.
- SARS Tax Compliance Status (TCS) PIN or other acceptable proof of tax compliance.
- Copy of a current municipal account, not older than three (3) months.
- Where the bidder is operating from rented premises, a valid lease agreement, together with a copy of the landlord's municipal account/rates account, must be submitted.
- Central Supplier Database (CSD) Summary Report.

- A minimum of five (5) years' experience in event organisation is required. The bidder must submit documentary evidence, such as appointment letters, official purchase orders and/or contracts, confirming the required experience.
- The bidder must submit a comprehensive Company Profile containing, at a minimum, the company's background, core business activities, relevant experience and contact details.
- The bidder must submit an Approach and Methodology outlining how the required services will be delivered, including the proposed approach, implementation process, resources and measures to ensure effective execution of the event. be completed in full. Incomplete forms may render the bid non-responsive, where applicable.

BID EVALUATION:

The evaluation of bids will be conducted in accordance with the applicable Supply Chain Management legislative framework, National Treasury prescripts, and the Municipality's Supply Chain Management Policy.

Stage 1: Responsiveness

All bids received will first be assessed for compliance with the mandatory requirements and specifications of the tender. Only bids that are determined to be responsive will proceed to the next stage of evaluation.

Stage 2: Price and Specific Goals

Only responsive bids will thereafter be evaluated in terms of the applicable 80/20 preference point system, where:

- **80 points** will be allocated for Price; and
- **20 points** will be allocated for Specific Goals, as specified in the tender advertisement.

The bidder obtaining the highest combined score for Price and Specific Goals, subject to compliance with all applicable SCM requirements, will be considered for recommendation for appointment.

SPECIFIC GOALS

The specific goals allocated points in terms of this quote	80/20	Documents required for verification
Specific goal 1 – Ownership - maximum points = 10		
Company owned by 100% black person	10	Certified ID copy of director/Owner and CSD
Company owned by >51% black person	8	Certified ID copy of director/Owner and CSD
Company owned by >25% black person	5	Certified ID copy of director/Owner and CSD
Specific goal 2 – BBBEE Certificate = 4		
BBBEE Certificate level 1	4	BBBEE Certificate or Certified copy of Affidavit
BBBEE Certificate level 2	2	BBBEE Certificate or Certified copy of Affidavit
BBBEE Certificate level 3	1	BBBEE Certificate or Certified copy of Affidavit
Specific goal 3 – RDP Goals – maximum points = 6		
Companies falls under the SMME Category		
Promotion of enterprises located within Zululand District Municipality	6	Preferred address on CSD report and Certified copy of a utility bill of property rates and services OR proof of residence
Promotion of enterprises located within Kwa-Zulu Natal	4	Preferred address on CSD report and Certified copy of a utility bill of property rates and services OR proof of residence
Promotion of enterprises located within South Africa	2	Preferred address on CSD report and Certified copy of a utility bill of property rates and services OR proof of residence

For any further information contact the Enquiries at the above – mentioned contacts or Technical enquiries please Contact Mrs SSP Xaba-Nkosi on xabassp@uphongo.gov.za ; (034) 413 - 1223 or and Mr. MS Mtshali for Supply Chain related enquiries (034) 413 –1223 or musawenkosim@uphongo.gov.za.

uPhongolo Local Municipality reserves the right to accept any Bid or part of any Bid and is not bound to accept the lowest or any other Bid or to furnish any reason for the acceptance or rejection of a Tender.

NO LATE, E-MAIL, POSTED OR FAXED BIDS WILL BE ACCEPTED.

**MR KWG NGCOBO
ACTING MUNICIPAL MANAGER
UPHONGOLO LOCAL MUNICIPALITY**