



# UMSHWATHI MUNICIPALITY

## PUBLIC INVITATION FOR COMPETITIVE BIDS

**PROPOSALS ARE INVITED FROM RECOGNISED PROFESSIONAL SERVICE PROVIDERS FOR THE PROVISION OF EVENT MANAGEMENT OR ORGANIZING TO UMSHWATHI MUNICIPALITY FOR A PERIOD OF TWELVE (12) MONTHS**

**TENDER NOTICE NO.: T2024/25/12**

In terms of Section 110 of the Municipal Finance Management Act, (No. 56 of 2003), tenders are hereby invited for the Provision of Event Management or Organizing Services to uMshwathi Municipality for a period of twelve (12) months.

Tender documents are available and can be downloaded free on the National Treasury E-Tender Portal ([www.etenders.gov.za](http://www.etenders.gov.za)) from **10 February 2024, Monday**. The physical address for collection of tender documents is **uMshwathi Municipality Main Offices, Main Road, Opposite Police Station, New Hanover** upon payment of a non-refundable tender fee of **R400.00** payable in cash only from **10 February 2024**.

**No compulsory briefing session will be held.** Tenders are to be submitted in a sealed envelope, clearly marked the **TENDER NUMBER AND DESCRIPTION** and deposited in the tender box situated in the **Reception area of the uMshwathi Municipal Offices in New Hanover, on or before the closing date and time of 26 February 2025, Wednesday at 12h00**, where the tenders will be opened in public. Late tenders or those that are received by way of facsimile or e-mail will, under no circumstances, be considered. All prices quoted must be valid for **120 days**.

**All technical enquiries relating to these documents must be addressed to:** The General Manager, Community Services, Mr S.N.T. Zondi, on tel: (033) 816 6800, or e-mail: [thembinkosiz@umshwathi.gov.za](mailto:thembinkosiz@umshwathi.gov.za) during working hours, 07h30 to 16h00, Monday to Friday.

The evaluation of tenders will be done in line with the uMshwathi Local Municipality's approved Supply Chain Policy, following these steps Responsiveness, Functionality, price and specific goal points. Only tenderer's meeting minimum qualifying score of 60% on functionality as detailed in the tender document shall qualify for further evaluation. UMshwathi Municipality does not bind itself to accept the lowest or any tender.

**NB: NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE.**

(As defined in Regulation 1 of the local government: Municipal Supply Chain Management Regulations).

**Claim for Specific Goals for 20 Points Allocation**

**To claim 20 points for specific goals, the company must have the following ownership:**

GOALS	POINTS	VERIFICATION METHOD
<b>Historical disadvantaged black person</b> 100% Black Person Equal or greater than 51%	<b>Max 10</b> 10 5	CIPC/CSD
<b>Historical Disadvantaged Women</b> 100% Black Person Equal or greater than 51%	<b>Max: 5</b> 5 2.5	CSD
<b>Historical Disadvantaged Disabled Person</b> 100% Black Person Equal or greater than 51%	<b>Max: 5</b> 5 2.5	Medical Doctor's Certificate

Tenders shall be valid for a period of **120 days**. The uMshwathi Local Municipality does not bind itself to accept the lowest or any tender. **NB: NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE** (As defined in Regulation 1 of the local government: Municipal Supply Chain Management Regulations).

**MR N.M. MABASO: MUNICIPAL MANAGER**