



**KWAZULU-NATAL**  
PROVINCIAL GOVERNMENT  
REPUBLIC OF SOUTH AFRICA

## **INVITATION FOR SUBMISSION OF EVENTS PROPOSALS FOR JUNE 2023 TO DECEMBER 2023**

The KwaZulu-Natal Provincial Government invites submission of proposals for funding from event's organisers, individuals, events managers, festival organisers, exhibitors and meetings organisers, amateur and professional organisations that have a legal status to submit proposals for events planned to take place between **June 2023 to DECEMBER 2023**. The proposal must demonstrate a fair understanding of the KwaZulu Natal 2019-2024 Medium Term Strategic Framework seven priorities and its related interventions for the sixth administration. The events must align with wider government objectives and the proposal must demonstrate how the event will advance government priorities:

- Proposal must demonstrate how the event will contribute towards the achievement of the priorities.
- Proposals must specify potential benefits for the host location and the Province of KwaZulu-Natal;
- Have a detailed budget and project plan, including other sources of funding, partnerships and own contribution; including ticket sales and possible marketing value of exposure
- The project plan should include at least five (5) reference letters from reputable organisation for hosting events
- A detailed event marketing plan which should indicate implementation or a roll-out time frame of three months prior to the event staging;
- Indication of strategic local or international event partnerships to enhance the event

## Categories of Events:

- **Major/Mega Event** - event which attracts significant participation/attendance in terms of visitor numbers and media interest to a destination. It also contributes significantly to the economy through direct and indirect benefits. Such events have a potential to attract international tourists and global media coverage
- **Signature events**- events that generally have a wide appeal and generate vibrancy but do not attract significant number of overseas and regional to the province. Has wide appeal to local residents across the province and visitors from neighbouring provinces.
- **National/Provincial Event**- An event of National / Provincial significance which attracts visitors and media coverage (South African)
- **Regional/ District Event**- An event of regional/ district significance which attracts regional visitors and regional media coverage
- **Local/Community Event**- An event that takes place in a community which is of significance to that particular community and attracts local interest,visitor numbers and promotes social cohesion.

Applications / proposals must be accompanied by the following documents:

1. Application Forms
2. Proof of Company Registration/NGO/ Co-operative
3. Valid original Tax Clearance Certificate and PIN number
4. Proof of Registration with the Central Supplier Database
5. Certified copies of the IDs of members or shareholders
6. Detailed company profile
7. Reference Letters
8. Project Plan with the budget plan and the marketing plan
9. Bank stamped confirmation of account letter

**Note:** The Province through a relevant **Provincial Government Committee** will not allow multiple dipping and where application is approved, it would be dealt with through the **Provincial Events Strategy** and associated quantum (R1 to R2m). The application will be subjected to assessment and evaluation according to the Adopted Events Strategy prior an award is made to a successful organiser.

Submit your proposals in a sealed envelope directly to 300 Langalibalele Street, Pietermaritzburg, 3201, Office of the Premier, Moses Mabhida Building by **12 May 2023**, closing at **16h00**, For ***the attention of the Chairperson of the Technical Subcommittee on International Relations and Major Events***. The application form and the evaluation criteria is available on [www.kznonline.gov.za](http://www.kznonline.gov.za) If you do not get a reply from the Provincial Government within 30 days from the closing date, you must consider your submission unsuccessful.

For more information contact the following officials:

- Mr Lindelani Mbambo - [lindelani.mbambo@kznpremier.gov.za](mailto:lindelani.mbambo@kznpremier.gov.za);
- Ms Sinenhlanhla Shoji - [sinenhlanhla.shoji@kznpremier.gov.za](mailto:sinenhlanhla.shoji@kznpremier.gov.za);
- Mr Sibonelo Nzimande - [sibonelo.nzimande@kznedtea.gov.za](mailto:sibonelo.nzimande@kznedtea.gov.za) and
- Ms Ayanda Zondi - [Ayanda.zondi@kznedtea.gov.za](mailto:Ayanda.zondi@kznedtea.gov.za)

**Only KZN based organisations may apply.**

PLEASE NOTE THAT THERE WILL BE NO BRIEFING FOR THIS RFP