UMZINYATHI
DEVELOPMENT AGENCY

: www.umziagency.co.za
: 44 Victoria Street,
Dundee, 3000
: 0344920642
: info@umziagency.co.za

ADVERTISEMENT
REQ00252 VENUE HIRE AND CATERING SERVICES FOR 170 PEOPLE ATTENDING A ONE STOP SHOP LAUNCH AT DUNDEE ON THE 5TH OF MAY 2026

uMzinyathi District Development Agency hereby invites offers from suitably qualified and experienced service providers for: **REQ00252 VENUE HIRE AND CATERING SERVICES FOR 170 PEOPLE ATTENDING A ONE STOP SHOP LAUNCH AT DUNDEE ON THE 5TH OF MAY 2026**

Bid documents will be available as from **21 April 2026,Tuesday** at **Municipal website: www.umziagency.co.za, and www.etenders.gov.za**

The completed bid document clearly marked relevant: **Bid number and description**' must be deposited in the tender box located at the reception area of the uMzinyathi District Municipality Offices, 39 Victoria Street, Princess Magogo Building, Dundee, on or before **12h00 on Tuesday 28 April 2026** where all bids will be opened to public.

Telegraphic, faxed, emailed tender documents will not be accepted. Bidders must attach the following mandatory returnable documents to be considered for this bid:

- Original certified copies of owner's identity document (Not older than six months)
- Proof of company registration,
- Proof of registration with CSD,
- Copy of valid COIDA certificate in the name of the bidder registered within the construction sector
- Copy of current **municipal account** for all Director/s and Company, not owing more than 90 days or copy of lease agreement from the relevant leasing authority. If the business is operated from the residence of one of the Director/s, an original affidavit, certified, must be submitted stating the address of the premises from your local SAPS office. In a case where the directors are not liable for the payment of rates/taxes, an affidavit commissioned by SAPS stating that the director is not liable for the payment of rates must be submitted.
- In case the director does not own property/is a tenant, **leasing agreement** should be submitted to confirm the place of residence. Tenders who are not registered with any municipality for the payment of rates and services due to their location may submit **proof of residence** / business address certified by a Municipal Councillor, but only if the residence is the same address as the business address, accompanied by an affidavit commissioned by SAPS.
- If the bidder's place of work or the address is in rural settlement under traditional council, the bidder must submit the **proof of resident** certified by the traditional council leader and proof of resident certified by ward councillor.
- **Completed MBD 3.1 must be stamped (company stamp or signed) and signed Municipal Bidding Document (MBD 1, MBD 4, MBD 6.1 MBD 8 and MBD 9) must be submitted**
- **NB: False declaration on paragraph 3.14 of MBD 4 and information on CSD will lead into automatic disqualification.**
- **In addition to MBD'S, quotation must be submitted on the company letterhead**

Tenders will be adjudicated in terms of the Municipal's entity Supply Chain Management Policy on the 80/20 Preferential Point System. It is therefore compulsory that the municipal tender document be used. uMzinyathi District Development Agency is not bound to accept the lowest or any quote.

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The following conditions will apply:

- Price(s) quoted must be valid for at least thirty (30) days from date of your offer.
- Price(s) quoted must be firm and must be inclusive of VAT and disbursements.

Tender documents sent via Courier services must be deposited in the tender box and not be handed to an employee of uMzinyathi District Municipality or uMzinyathi District Development Agency. NB: No quotation will be considered from people in the service of the state

Failure to comply with these conditions may invalidate your offer. Technical enquiries can be directed to **Ms NS Nzimande** on Tel: 034 492 0642 or email to facilitator@umziagency.co.zaor any SCM related issues must be directed to **Ms. T Mayisela or Ms LN Hlongwane** 034 492 0642 or email to expenditure@umziagency.co.za or hlongwanel@umzinyathi.gov.za during normal office hours.

P.P. : N.S. NZIMANDE .....

ACTING CHIEF FINANCIAL OFFICER

21/01/2026