



## INVITATION FOR THE SUBMISSION OF TENDERS

Tenders are hereby invited in terms of Section 112 of the Local Government: Municipal Finance Management Act 56 of 2003 read with uMlalazi Supply Chain Management Policy to undertake the following:

Tender Description	Tender Number	Point System	Closing Date and Time	Functionality Criteria
<b>APPOINTMENT OF TOURISM AND DIGITAL MARKETING SPECIALIST FOR THE PERIOD OF THIRTY SIX (36) MONTHS</b>	18/22/23	80/20	09 October 2023 at 11 KV Challenor Street, Eshowe at 12h00.	<ul style="list-style-type: none"> <li>• Experience of the bidder = 40</li> <li>• Qualification of key personnel= 20</li> <li>• Implementation plan= 25</li> <li>• Experience in radio broadcast= 15</li> </ul>

Sealed tenders endorsed **TENDER NUMBER AND DESCRIPTION** must reach the Municipal Manager, uMlalazi Municipality, and be hand delivered and placed in the Tender Box at the Municipal Buildings, **KV Challenor Street, Eshowe by no later than 12h00 on the above stipulated dates.**

Prospective Tenderers are requested to take note that the directives applicable in respect of the **Specific goals** as prescribed in the **Preferential Procurement Regulations, 2022** where 80 points will be scored for price and 20 points will be scored for specific goals as detailed in the tender document.

### Specific goals

NO.	Categories	Weight	80 20
1	Ownership Goals - an EME or QSE which is at least 51% owned by black people	50%	10
2	Empowerment Goals - Enterprise 100% owned by Youth or people living with Disability or women	20%	4
3	Reconstruction & Development Programme Goals - <ul style="list-style-type: none"> <li>• Enterprise Located within uMlalazi Municipality = 4</li> <li>• Enterprise Located within the District Municipality = 2</li> <li>• Enterprise Located within the Province = 1</li> </ul>	20%	4
4	EME or QSE that is 100% owned by : Black ( Youth , Women , Disabled People ,Military Veterans), residing within uMlalazi Municipality	10%	2
		100%	20

This tender will be evaluated on returnable documents, functionality and price as specified in the tender document and thereafter first bidder/s who scored the minimum and highest number of points will be appointed for this contract. Registration on the Councils Database is preferred prior to the submission and closing of the tender. It is the responsibility of the Tenderer to ensure that the Data Base registration documents are received by the Supply Chain Management Office.

**Further information in this regard can be obtained from:** The Supply Chain Management Unit on tel: (035) 473 3300 ext. 3445.

**Tenderers are requested to register on Central Supplier Database (CSD).**

Tender documents must be collected at the Municipal offices (**Financial Services Rate Hall**), **Hutchinson Street, Eshowe on Monday to Fridays from 08:30 to 14:30**, and only bidders with tender documents will be permitted to attend the briefing session meeting. **Tenders will be available from 11 September 2023 up to 02 October 2023** at a non-refundable cost of **R1000.00**. EFT payments will be accepted and must be made **on or before 16h00 on the last day of purchasing tender document**. Payment may be deposited to **uMlalazi Municipality as per the following banking details; First National Bank; Account Number 52191090523, Branch 220230, use company name as reference. Proof of payment will required to receive tender document.**

**Compulsory briefing session:** There will be no site clarification meeting, for clarity contact, Mr Xolani Blose, on tel: (035) 473 3425/078 521 3101, during normal office hours.

*Late tenders, telegraphic or facsimiled tenders will not be accepted. Canvassing in the gift of council is strictly prohibited and will lead to disqualification of tenders. Umlalazi Local Municipality does not bind itself to accept the lowest bid or any other bid and reserves the right to accept the whole/ part of the bid.*