www.ingonyamatrust.org.za



REQUEST FOR TENDERS

The Ingonyama Trust wishes to Request for **Tenders for the following services**

BID NUMBER	:	ITB/01/04/2025
DESCRIPTION OF SERVICES	:	RE-ADVERTISEMENT: APPOINTMENT OF A SERVICE PROVIDER FOR THE UPGRADE OF THE NETWORK SERVER ENVIRONMENT AND SUPPORT FOR A PERIOD OF THIRTY-SIX (36) MONTHS
BRIEFING SESSION	:	The compulsory briefing session will be held on Tuesday, 22 April 2025 at 10h00.
CLARIFICATION QUESTIONS AND / OR ENQUIRIES	:	All enquiries must be sent to Mr. S Baai, baais@ingonyamatrust.org.za from 14 April 2025 to 17 April 2025. Thereafter, responses will be posted on the ITB's website.
AVAILABILITY OF BID DOCU- MENTS	:	Bid documents will be available from 11 April 2025 on the ITB website and e - tender portal.
BID CLOSING DATE	:	Friday, 16 May 2025
BID CLOSING TIME	:	15h00 SOUTH AFRICAN STANDARD TIME
EVALUATION CRITERIA	:	Mandatory requirements, functionality 80/20 preference point system.
BID VALIDITY PERIOD	:	120 days
SUBMISSION OF TENDERS	:	Tender Box, Ingonyama Trust offices, 65 Trelawney Road, Southgate, Pietermaritzburg, 3201

BID NUMBER	:	ITB/02/04/2025
DESCRIPTION OF SERVICES	:	APPOINTMENT OF A RECRUITMENT AGENCY TO PROVIDE RECRUITMENT SERVICES FOR THE APPOINTMENT OF TWO SENIOR MANAGERS (CFO & HEAD: CORPORATE SERVICES)
BRIEFING SESSION	:	The compulsory briefing session will be held on Wednesday, 23 April 2025 at 10h00.
CLARIFICATION QUESTIONS AND / OR ENQUIRIES	:	All enquiries must be sent to Mr. S Madondo, smadondo@ingonyamatrust.org.za from 14 April 2025 to 17 April 2025. Thereafter, responses will be posted on the ITB's website.
AVAILABILITY OF BID DOCU- MENTS	:	Bid documents will be available from 11 April 2025 on the ITB website and e - tender portal.
BID CLOSING DATE	:	Friday, 16 May 2025
BID CLOSING TIME	:	15h00 SOUTH AFRICAN STANDARD TIME
EVALUATION CRITERIA	:	Mandatory requirements, Price and special goal points.
BID VALIDITY PERIOD	:	120 days
SUBMISSION OF TENDERS	:	Tender Box, Ingonyama Trust offices, 65 Trelawney Road, Southgate, Pietermaritzburg, 3201

CLOSING DATE AND TIME OF THE TENDER

DATE: 16 MAY 2025

TIME: 15H00 (SOUTH AFRICAN STANDARD TIME)



65 Trelawney Rd, Fillan Park, Pietermaritzburg, 3201 +27 33 846 9900

Established in terms of the KwaZulu Natal Ingonyama Trust Act (Act No. 3 of 1994)





JOB TITLE	AIRPORT MANAGER
REFERENCE	POST NO.02/2024/25
NATURE OF	PERMANENT POSITION
EMPLOYMENT	
JOB GRADE	PATTERSON D: R700 000 - R750 000 P/A PLUS BENEFITS
REQUIREMENTS	Grade 12
	 Relevant tertiary qualification in airport/aviation management, flight operation management, business management studies or related studies
	BCom Aviation Management would be an added advantage.
	Valid motor vehicle driver's license (Code B).
	5 – 6 years' experience in the airport management industry
	Computer literacy.

nterested parties must forward their applications and enquires to CEO, Ms. Thembisile Khumalo, UMDA (Umhlosinga Development Agency) and hand delivered to Lot 308 Ebony Crescent, Mtubatuba 3935 or post them to Box 367, St Lucia, 3936. Fax applications will not be

The application must include a Motivation letter quoting the reference number of the position, detailed CV with 3 contactable references and Certified copies of ID, License & all Qualifications. The closing date for applications will be 25 April 2025, at 12h00.

A COMPLETE ADVERT WILL BE FOUND ON UMDA'S WEBSITE: website: www.umda.org.za

Ms. T.C. Khumalo

Chief Executive Office



Invitation to tenders for

Tender Name	Tender No.	Purchase Price	Last date of sale	Tender Closure
Panel of service	NQULM47/24-25	R165.00	Last sale of tender	Monday,12
providers for the	Obtainable from		document is	May 2025
provision of food /	cashiers' office,		25/04/2025 at	At 12h00
gift vouchers for	e-Tender portal		14h30.	
Nquthu Municipality	and Municipal			
for a period of	website.			
36 months.				
SAGE 300 accredited	NQULM38/24-25	R165.00	Last sale of tender	Monday,12
service provider for the	Obtainable from		document is	May 2025
provision of HR and	cashiers' office,		25/04/2025	At 12h00
payroll system for a	e-Tender portal		at 14h30.	
period of 36 months.	and Municipal			
	website.			

The municipality will evaluate the above-mentioned projects as follows:

- Tender document will be evaluated using price, returnable documents, functionality and specific goals except for panel will not use specific goals at this stage.
- Nquthu municipality has adopted policy in terms of selection criteria that will be followed, and that policy will be adhered to in evaluating the above projects.

TERMS AND CONDITIONS

- The lowest acceptable price will score 80 points: price, and 20 points for specific goals.
- All price quotations that have a rand value of R1.00 to R50 000 000.00 including VAT, will be evaluated by applying the 80/20 principle as Prescribed by the Preferential Procurement Policy Framework Act of 2022.

Specific Goals

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system)	Verification Documents
Specific goal 1: Ownership (Max Points =10)		
Business owned more than 50% by black person	10	ID copy of Directors and CSD
Business owned less than 50% by black person	5	ID copy of Directors and CSD
Specific goal 2: RDP (Max Points =10)		
Promotion of enterprises located within:	10	CSD and proof of municipal
Nguthu municipal area		accounts/affidavit
Umzinyathi District Municipality	6	CSD and proof of municipal accounts/affidavit/proof of residence signed by ward Councillor
Province of KwaZulu Natal	3	CSD and proof of municipal accounts/affidavit/proof of residence signed by ward Councillor
Other provinces	1	CSD and proof of municipal accounts/affidavit/proof of residence signed by ward Councillor

Queries relating to the issue of the above-mentioned document may be addressed to:

,				
Contact Person		Tel No	Email	
Mrs.K. Shabalala	HOD : Director	034 271 6100 EXT 6115	khulin@nguthu.gov.za	
NQULM47/24-25	Corporate Services			
Mr.M. Ntshangase NQULM38/24-25	IT Manager	034 271 6100 EXT 6126	it@nquthu.gov.za	
Miss S.S Zulu SCM related queries	SCM Manager	034 271 6100 EXT 6108	sszulu@nquthu.gov.za	

Tender documents will be selling during office hours (08h00 to 15h30 Mon – Thurs, Friday at 08h00 - 14h30 at Nguthu Municipal offices, 83 / 11 Mdlalose Street, Nguthu, Cashiers office from Thursday, 10 April 2025. Each document will be issued upon payment of non-refundable amount, please refer to the table above.

Tenders may only be submitted on the tender document that was issued. Requirements for sealing, addressing, delivery, openings and assessment are stated in the tender data. Nguthu Municipality requests all service providers to register in their database and CSD.

The municipality is not obliged to accept the lowest or any bidder. Bidder will be adjudicated in terms of the Council's Supply Chain Management Policy.

CLOSING DATE AND SUBMISSION OF TENDERS:

As per above table (see "tender closure"), at the offices of Nquthu Municipality at 12:00. No late tenders will be accepted. Tenders should be clearly marked on their envelopes with the name of tender and tender number.

Mr. MB Jiyane

Municipal Manager