

# TENDER NOTICE & INVITATION



## GOVAN MBEKI MUNICIPALITY

**TENDER NO.: 8/3/1 – 03/2025**

**NOTICE NO: 24/2025**

**CLOSING DATE: 19/05/2025 AT 12H00**

### **APPOINTMENT OF A PANEL OF SERVICE PROVIDERS FOR PROVISION OF EVENTS MANAGEMENT SERVICES FOR GOVAN MBEKI MUNICIPALITY, ON AN AS AND WHEN REQUIRED BASIS FOR A PERIOD OF 36 MONTHS**

In terms of Section 110 of the Municipal Finance Management Act, 2003 (No. 56 of 2003), tenders are hereby invited for appointment of a panel of service providers for provision of events management services for Govan Mbeki Municipality for a period of 36 months.

The tender document and specifications are available and will ONLY be sold at a non-refundable fee of R1000.00 from the 16<sup>th</sup> of April 2025. Tender documents will be sold @ Govan Mbeki Main Offices (Cashier's point) and no EFT will be allowed.

The closing time for receipt of quotations is **12:00hrs** on **19<sup>th</sup> May 2025**. Telegraphic, telephonic, telex, facsimile, e-mail, unmarked and **late tenders** will under no circumstances be considered and accepted. The tender box will be emptied just after closing time on the closing date. Hereafter all quotations will be public.

### **NO BRIEFING SESSION WILL BE HELD**

Any technical enquiries relating to the tender document may be directed to Ms Khosi Jezile: Office of the Executive Mayor @ 017 620 6280 and e-mail: [khosi.j@govanmbeki.gov.za](mailto:khosi.j@govanmbeki.gov.za)

Any SCM enquiries relating to the tender document may be directed to Mr. Ntokozo Mabizela @ 017 620 6112 and email: [ntokozo.m@govanmbeki.gov.za](mailto:ntokozo.m@govanmbeki.gov.za)

Completed documents, clearly marked "Tender No: **8/3/1-03/2025**" **Appointment of a panel of service providers for provision of events management services for Govan Mbeki Municipality for a period of 36 months.**" with the "NAME of SUPPLIER" must be placed in a sealed envelope and placed in the tender box at Secunda Head Office, Horwood Street, CBD Secunda, 2302 by no later than 12H00 on **19/05/2025**. The envelope must be endorsed with bid number, title and closing date as indicated above.

***Bidders will be evaluated on Ability to execute the project in terms of MFMA SCM Regulation 28 1(b)***

A preferential point system shall apply whereby a contract will be allocated to a tenderer in accordance with the Preferential Procurement Policy Framework Act, Act No. 5 of 2000 and as defined in the Conditions of Tender in the tender document, read in conjunction with the

Supply Chain Management Policy of Govan Mbeki Local Municipality where 80 points will be allocated in respect of price and 20 points in respect of specific goals on a competitive basis for successful bidders on this tender. Govan Mbeki Municipality Supply Chain Management Policy allocate 20 points to:

- Race (6)
- People with disability (4)
- Youth (4)
- Women (4)
- Implementing reconstruction and development programme (2).

No awards will be made to a person:

- Who is not registered on the Central Supplier Database
- Who is in the service of the state;
- If that person is not a natural person, of which any director, manager, principal shareholder or stakeholder is a person in the service of the state; and/or
- Who is an advisor or consultant contracted with the municipality or municipal entity.

The municipality reserves the right to withdraw any invitation to tender and/or to re-advertise or to reject any quote or to accept a part of it. The municipality does not bind itself to accepting the lowest quotation or award a contract to the bidder scoring the highest number of points.

**The following documents must be attached as Annexure (Bidders that fail to submit documents indicated as compulsory will be disqualified)**

- **Copy/ printed valid Tax Compliance status pin to enable the municipality to verify the bidder's tax compliance status - Compulsory**
- **Copy of company's municipal account and all its directors (not older than 3 months and not in arrears for more than months-90 days) or copy of a valid Lease Agreement – Compulsory**
- **Valid and Compliant CSD report, as at closing date of the tender – Compulsory**
- **Joint Venture Agreement (In case of a Joint Venture) – Compulsory**
- **Public Liability Insurance of R 1 Million or more – Compulsory**

**Mr. E.N MASEKO**  
**MUNICIPAL MANAGER**  
GOVAN MBEKI MUNICIPALITY  
Main Municipal Building  
Horwood Street  
**SECUNDA**  
**2302**