



Umkhandlu wakwa - **NONGOMA** - Local Municipality

Tel: (035) 831 7500 | Fax: (035) 831 3152 | P.O. Box 84 | Nongoma 3950

PROPOSAL FOR: EVENT CO-ORDINATOR FOR LOCAL MAYORAL 2017 PROPOSAL NUMBER: SCM NLM 01/2017/18

Proposals from highly experienced and reputable service providers are hereby invited in terms of section 18(a) of Nongoma Municipality Supply Chain Management policy together with section 83 of the Municipal systems Act, No 32. Of 2000, as amended and read together with section 110, 111,112 of the Municipal Finance Management Act 56 of 2003 for EVENT CO-ORDINATING THE LOCAL MAYORAL CUP 2017

Nongoma Local Municipality will be hosting the Local Mayoral Cup 2017. We require the following services tabled below:

Type of service Required
Star Professional Player (1)
Soccer legend(1) to motivate Nongoma Squad and all teams participated (1)
Trophies for codes: (male and female) Soccer, Netball, volleyball, basketball, Athletics 12x big, 12x medium 12x small
Medals: 200 gold 200 silver 200 bronze
63 Soccer Jerseys
63 Taxis(Transport)
Décor: Full décor for VIP Marquee full Décor for Visitors marquee
2x300 seater Marquees(with tables and chairs)
1500 T/shirts (normal)
100 Golf shirts
Ablutions facilities: 10x public toilets 1x VIP toilet for His/hers
1500 Catering for participants
200 VIP Catering
10x corner flags 10x assistant referees flags
5x Soccer nets kit
63 Mitre Soccer balls

Referees fees
Outdoor Sound System
10xWhistles
10x Stop watches
15 netballs
10x Molten Basketballs
10x Micasa Volleyballs
10x 10kg white lime

Bidders must submit the following documents in order to be consider for this bid:

- Price (s) quoted must be valid for at least ninety (90) days from date of your offer.
- Price (s) quoted must be firm and must be inclusive of VAT
- This quotation will be evaluated in terms of the 80/20 preference point system as prescribed in the Preferential Procurement Policy Framework Regulations 2011 and for this purpose the MBD1, MBD 2, MBD 4, MBD 6.1 and MBD 9 forms (obtainable from municipal website and SCM Unit) must be scrutinized, completed and submitted together with your proposal.
- Certified B-BBEE Verification certificate, Valid Tax Clearance Certificate, Certified ID copies of company directors and Certified copy of company registration
- Proof of municipal rates and taxes not older than 3 months
- Must submit the proof of working agreements between the hire personnel and the company.
- Mandatory requirement , suppliers must submit samples and designs for the t-shirts and jerseys

EVALUATION CRITERIA

Key aspects of criterion	Basis for points allocation	Max. points	Verification
Company's (Proven track record/Experience)	More than 6 years of experience in the industry	25	Company Registration Certificate
	Between 3-5 years of experience in the industry	15	
	Between 1-2 years of experience in the industry	05	
	No experience	0	
Registration with Treasury	Proof of registration	10	Attach summary report with Central Supplier Database Number
	No proof	0	

STAGE 1

Only service provider who achieves a minimum of **70% (35 points)** of total available points will qualify for stage two of the Evaluation. The points for stage one will be allocated as follows:

STAGE 2

The 80/20 Preferable Point System will be applied, where 80 points will be allocated for price and 20 points for B-BBEEE Status.

PROPOSAL SUBMISSION

The proposal must be enclosed in a sealed envelope marked "**EVENT CO-ORDINATING OF LOCAL MAYORAL CUP 2017** " and deposited in the Nongoma Municipality quotation/bid box at the reception not later than **12h00, Thursday, 17th August 2017**. Late proposals and not clearly marked as prescribed will not be considered

Enquiries relating tender must be directed to: Miss Nondumiso Zulu (Acting SCM Manager) or Mr Sabelo Ndlela (Manager: Communication & Executive Support) Tel: 035 831 7500 during office hours or alternatively e-mail to: zulunz@nongoma.org.za or sabelon@nongoma.org.za

MR B E NTANZI
MUNICIPAL MANAGER