THULAMELA MUNICIPALITY

INVITATION TO BID

Proposals are hereby invited from prospective companies/service providers to tender for the Fundraising for 2019 Thulamela Annual Show.

<table>
<thead>
<tr>
<th>BID NUMBER</th>
<th>DESCRIPTION</th>
<th>BID PRICE</th>
<th>CONTACT PERSON</th>
<th>EVALUATION CRITERIA</th>
</tr>
</thead>
<tbody>
<tr>
<td>01/2019/2019</td>
<td>SERVICE PROVIDER TO FUNDRAISE FOR 2019 THULAMELA ANNUAL SHOW</td>
<td>R 3000 per page</td>
<td>Administrators: Ms. Nematandane M.P. (035) 457 2049; Mr. Mudau T.P. (015) 982 7829</td>
<td>80% of preference points system will be used. First stage qualification is based on 100% minimum threshold for legal, professional, and contact</td>
</tr>
</tbody>
</table>

BID documents will be available from 14th May 2019 between 09:00 and 15:30 at Procurement Office No.2 Thulamela Municipal Agiven Building, Thohoyandou or can be downloaded from the e-tender portal.

Service providers are expected to attend a compulsory briefing meeting which will be held at Thulamela Information Centre on the 16th May 2019 at 11:00.

Interested service providers will be expected to submit their prices with the following compulsory requirements:

- Tax Compliance Status Letter or Tax Compliance Pin Number.
- Proof of registration on CSD.
- Company registration documents (e.g. CC).
- Proof of municipal rates and taxes or municipal service charges owed by the bidder and all of its direc-
tors, not in excess for more than 3 months. (The proof of municipal rates and taxes or municipal service charges to be submitted must be not older than three (3) months from the closing date of the bid.
- List of similar executed successfully projects with clients contact details and contact value.

Where possible we also request to be provided with the company profile and CSD report. (NB: Please note that the Municipality will only do business with service providers who have registered on the CSD).

NB: Service providers must submit their BBBEE verification certificate agency accredited by South African accreditation system (SANAS) or a registered auditor approved by the Independent Regulatory Board (IRB) or an Accounting Office as contemplated in the corporation and BEE rating certificate.

Functionality Score Table:

<table>
<thead>
<tr>
<th>EVALUATION CRITERIA</th>
<th>POINTS ALLOCATED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Company profile</td>
<td>15</td>
</tr>
<tr>
<td>Key personnel similar experience</td>
<td>10</td>
</tr>
<tr>
<td>Methodology</td>
<td>25</td>
</tr>
<tr>
<td>Firm’s similar experience</td>
<td>30</td>
</tr>
<tr>
<td>Event Category</td>
<td>20</td>
</tr>
<tr>
<td>TOTAL</td>
<td>100</td>
</tr>
</tbody>
</table>

The minimum threshold for functionality is 60% and bidders who score less than 60% will not be considered for further evaluation.

Sealed bid documents must be submitted in envelopes clearly indicating “BID NUMBER AND DESCRIPTION” on the outside and must reach the undersigned by depositing it into the official Bid Box at the front of the main entrance to the Civic Centre, no later than 11:00 on 31 May 2019. All bids received will be opened in public in the Municipality’s Board Room, Civic Centre, Old Agiven Building, and Thohoyandou.

The Municipality is not bound to accept the lowest or any bid and reserves the right to accept any part of a bid. Bids must remain valid for a period of ninety (90) days after closing date of the submission thereof. Bids which are late, incomplete, unsigned, completed by pencil, sent by telegraph, facsimile, electronically (Fax) or E- mail and without the compulsory requirements will be disqualified.

MULIJEKI HF
MUNICIPAL MANAGER
Thulamela Municipality
Civic Centre
Old Agiven Building
Thohoyandou 0800

This invitation is open to service providers who have registered on the CSD, and who have not been suspended or debarred by the Municipality. The Municipality reserves the right to accept or reject any bid, to determine the successful service provider, and to award the contract on terms and conditions acceptable to it. Interested parties are advised to ensure that the correct procedures are followed, and that due regard is paid to the prescribed time periods and requirements. Non-compliance may result in disqualification from the tender process.

Thulamela Municipal Agiven Building, Thohoyandou, 0800.

Tel: (015) 982 7500
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(015) 982 5328
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Thohoyandou