



MBD1

PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE THULAMELA MUNICIPALITY					
NOTICE NUMBER:	N15/2026/2027	CLOSING DATE:	29 SEPTEMBER 2026	CLOSING TIME:	11:00 AM
DESCRIPTION	SUPPLY AND DELIVERY OF ENVIRONMENTAL EDUCATION AWARENESS CAMPAIGN PROMOTIONAL MATERIALS.				
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).					
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
OLD AGRIVEN BUILDING					
THOHOYANDOU					
0950					
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
TAX COMPLIANCE STATUS	TCS PIN:		OR	CSD No:	
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	☐ Yes ☐ No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT ☐ Yes ☐ No		
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]					
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED? ☐ Yes ☐ No [IF YES, ANSWER PART B:3]		
TOTAL NUMBER OF ITEMS OFFERED			TOTAL BID PRICE	R	
SIGNATURE OF BIDDER			DATE		
CAPACITY UNDER WHICH THIS BID IS SIGNED					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:			TECHNICAL INFORMATION MAY BE DIRECTED TO:		
DEPARTMENT	FINANCE		CONTACT PERSON	MR MADI M.S / MRS MUNYAI V	
CONTACT PERSON	MR MUDZILI TP		TELEPHONE NUMBER	083 256 6647 / 015 962 7609	
TELEPHONE NUMBER	015 962 7629		FACSIMILE NUMBER		
FACSIMILE NUMBER	MudziliTP@thulamela.gov.za		E-MAIL ADDRESS	Madims@thulamela.gov.za	

PART B



MBD1

TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED--(NOT TO BE RE-TYPED) OR ONLINE
1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
2. TAX COMPLIANCE REQUIREMENTS
2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3 APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.
2.4 FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3.
2.5 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.6 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.7 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS
3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? ☐ YES ☐ NO
3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA? ☐ YES ☐ NO
3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? ☐ YES ☐ NO
3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? ☐ YES ☐ NO
3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? ☐ YES ☐ NO
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.

NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.
NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE.

SIGNATURE OF BIDDER:

.....

CAPACITY UNDER WHICH THIS BID IS SIGNED:

.....

DATE:

.....



THULAMELA MUNICIPALITY

INVITATION TO NOTICE

SUPPLY AND DELIVERY OF ENVIRONMENTAL EDUCATION AWARENESS CAMPAIGN PROMOTIONAL MATERIALS

Thulamela Municipality invites prospective service providers for provision of the following service:

Notice Number	Description	Non-Refundable Bid Price	Contact Person	Evaluation Criteria
No.: N15/2026/202 7	Supply and delivery of environmental education awareness campaign promotional materials	R4.00 per page or can alternatively be downloaded from Thulamela website (www.thulamela.gov.za) for free	Mr Madi M.S. (083 256 6647) or Mrs. Munyai V. (015 962 7609) and/or Mr Mudzili T.P. (015 962 7629)	80/20 preference points

Tender documents are obtainable from Procurement Office, Office No. 02 at Thulamela Local Municipality Head Office, during the following times: 08:00 to 15:30 (Monday to Friday) at a **Non-refundable bid price of R4.00 per page** as from **17 September 2026 to 29 September 2026** or can alternatively be downloaded from Thulamela website (www.thulamela.gov.za) for free. The tenderer(s) should also download SCM forms that are found in the Documents **SCM-FORMS folder** on the website and complete as part of the Bid documents.

The service providers must submit the completed Bid documents (in black ink) and hand deliver or courier them to Thulamela Municipality. All completed Bid documents (hand delivered or couriered) must be dropped in the BID BOX before the closing date and time of the Bids closure. The onus is on the service providers to make sure the Bid documents are submitted on time and late submission won't be accepted.

NOTICE NUMBER N15/2026/2027: SUPPLY AND DELIVERY OF ENVIRONMENTAL EDUCATION AWARENESS CAMPAIGN PROMOTIONAL MATERIALS

Interested service providers will be expected to submit the Bid documents with the following compulsory requirements.

- ❖ **Tax Compliance Status Letter or Tax Compliance Pin Number.**
- ❖ **Company registration documents (e.g., CK).**
- ❖ **Proof of registration on CSD.**
- ❖ **Bidders must submit proof that municipal rates and taxes for both the company and its director(s) are not in arrears for more than three (3) months, and such proof must not be older than three (3) months from the closing date of advertisement. Where the business operates from leased premises, a valid lease agreement must be attached. Where a director does not own property or is renting, a valid lease agreement must also be provided. If the bidder resides or operates in an area where municipal services are not billed, an official signed and stamped letter from the relevant local municipality, not older than three (3) months from the closing date of advertisement, must be submitted confirming that the area is not subject to municipal billing and that the bidder is formally exempted from municipal service charges.**

Bids will be assessed under the provisions of the following Acts and its Regulations: Municipal Finance Management Act, (Act 56 of 2003); PPPFA, Supply Chain Management Policy of the municipality in accordance with the specifications and in terms of **80/20 preferential points system**.

Specific Goals Categories (CSD will be used for verification)	Number of Points (80/20 system) 20 Points breakdown
1. 100% Black ownership	10
2. 100% Women ownership	5
3. Youth	3

4. Disability (Medical certificate will be used to verify the disability status of the bidder).	2
---	---

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 **Thohoyandou Civic Centre, Old Agriven Building, Thohoyandou** by no later than **11H00 on, 29 September 2026**.

The Municipality is not bound to accept the lowest 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 may only be submitted on the bid documentation provided by the municipality.

NB:

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.



Mr. SIGIDI K.T.M.
MUNICIPAL MANAGER

16.09.2026
DATE

SPECIFICATION FOR SUPPLY AND DELIVERY OF ENVIRONMENTAL AWARENESS MATERIALS.

Description	Quantity	Unit Price	Total Price
Specification for supply and delivery of one (1) Frame tent, Four (4) Telescopic Banners, Three (3) Pull up banners, One (1) Standing banner, with frame, Five (5) black foldable table and 4x Branded table clothes for Thulamela Local Municipality. Branded 4x4 Frame Tent Size: Size: 4m x 4m Structure Type: Heavy-duty frame tent with removable steel poles Frame: Powder-coated industrial-grade steel frame with detachable and replaceable poles Roof Material: Heavy-duty waterproof PVC canopy, UV-resistant Side Panels: Removable branded PVC side panels on all four sides Colour: Thulamela Local Municipality colours Branding: • Thulamela Local Municipality logo printed on the canopy and all four valances • Thulamela Local Municipality logo printed on all four side panels • Environmental awareness messages printed on all side panels and valances • Full-colour digital printing, UV-resistant and weatherproof Key Features • Wind-resistant structure • Removable and replaceable steel poles • Easy setup and dismantling • Waterproof and UV-resistant • Ground anchoring kit included	1		

• Heavy-duty branded wheeled carry bag included • Suitable for repeated outdoor municipal events and awareness campaigns			
Outdoor Telescopic Banners • Type: Heavy-duty outdoor telescopic wind-resistant banner stand • Material: Powder-coated steel frame with reinforced joints • Banner Material: Outdoor-grade PVC mesh (wind-permeable, UV-resistant, waterproof) • Size: 800mm (W) x 2000mm (H) • Base: Weighted steel base with ground anchoring points • Stability: Designed for wind resistance in outdoor environments • Features: ○ Adjustable telescopic height system ○ Quick assembly and dismantling ○ Portable carry system with reinforced bag Branding: • Full-colour UV print • Each banner to carry a different environmental awareness message	4		
Use: Outdoor municipal campaigns, roadshows, community outreach events Pull-Up Banners • Type: Roll-up / pull-up banner system • Material: High-quality non-curl PVC or equivalent • Size: Approximately 850mm (W) x 2000mm (H) • Features: ○ Aluminium base with retractable mechanism ○ Carry bag included • Branding: ○ Full-colour print	3		

- Each banner to display a different environmental message Standing Banner with Frame Quantity: One (1) Type: Free-standing banner with frame (indoor use) Material: - Banner: Tear-resistant PVC or fabric banner - Frame: Lightweight aluminium or steel frame Size: Approximately 3000mm (W) × 1000mm (H) Frame & Finishing: - Stable free-standing frame suitable for indoor use - Banner to be securely fitted to the frame using sleeves, clips, or eyelets - Easy to assemble and dismantle Branding: - Full-colour, high-resolution print - Municipal logo clearly visible - Environmental awareness messages incorporated into the design - Use of official municipal colours	1		
Black Foldable Tables Colour: Black Material: - High-density plastic or equivalent tabletop - Steel or aluminium folding frame Size: Approximately 1.8m (L) x 0.75m (W) x 0.75m (H) Features: - Foldable and portable - Suitable for outdoor and indoor use - Stable and durable	5		
Branded Tablecloths Type: Full-length tablecloths Material: Polyester fabric or equivalent (washable and wrinkle-resistant)	4		

• Colour: Municipal colours • Size: To fit standard 1.8m foldable tables • Branding: ○ Municipal logo printed on at least two visible sides ○ Environmental messages incorporated into design ○ Full-colour dye-sublimation or equivalent durable print The following environmental messages should be utilised for Brading: - #Keep Thulamela Clean #Climate Change Is Real #Throw Your Litter In The Bin #Reduce, Re-use, Recycle #Keep The Environment Clean #Stop Littering #Our Environment, Our Future N.B Artwork to be approved by the Municipality prior to final production			
	SUB TOTAL		R
	VAT 15%		R
	GRAND TOTAL		R