

**MAPHUMULO LOCAL MUNICIPALITY**

Private bag x 9205  
Maphumulo  
4470

**MUNICIPALITY PROFILE**

Tel: 032 481 4500  
Fax: 032 481 2053  
Website: [www.maphumulo.gov.za](http://www.maphumulo.gov.za)

**28 MAY 2021**

**REQUEST FOR QUOTATION: EVENT ORGANISER FOR MAYORAL CUP GAMES  
KZN294/EOMCG/2021**

The Maphumulo Local Municipality invites quotations from qualified and experienced event organizers who will organize Mayoral cup event to be held at Sabuyaze sport ground on the 12<sup>st</sup> June 2021.

The required information is as follows:

- 5 Large trophies
- 5 medium trophies
- 20 soccer balls ,10 for netballs
- 100 gold soccer medals
- 100 silver soccer medals
- 100 bronze soccer medals
- 50 gold netballs medals
- 50 silver netballs medals
- 50 bronze netball medals
- 2 pole tent with 100 chairs and two tables
- 2 public mobile toilets
- 5 local artist
- Sound system and back up generator
- Vouchers

Bidders must submit their quote on the official Municipal bidding documents, which will be available at the Municipal offices, located at **MR 711, LOT 152, Maphumulo** on **Tuesday 01 June 2021** until **Wednesday 02 June 2021 ONLY**. A non-refundable document fee of R200.00 is payable upon collection and payment must be deposited at ABSA Bank, Account No: **4056102866**. No cash will be accepted.

Completed tender documents must be in a sealed envelope clearly marked "**EVENT ORGANISER FOR MAYORAL CUP**" and placed in tender box located at: **Maphumulo Municipal Offices, MR 711, LOT 152, Maphumulo** by no later than **12h00 on Monday 07 June 2021**. Documents will be opened in public. **Telegraphic, faxed, Emailed or posted tenders will not be accepted**. Bidders must attach the following **mandatory returnable documents** in order to be considered for this bid:

- Printed Copy of tax clearance **pin** for further verification.
- **Certified ID(s) copies** of company director(s) (**Not older than 3 months**)
- **Certified** Copy of company registration (**Not older than 3 months**)
- **Proof of payment** for tender document
- Company municipal rates, electricity or water account **not older than 3 Months**, proof of Residential lease or rental or sworn affidavit if the business operates at a place of residence.
- Completed and signed Municipal Bidding Document attached in the tender document.
- Registered on Central Supplier database.

Evaluation will be done on the following two-stage process in terms of National Treasury Circular No: 53

**Stage 1**

Evaluation of functionality in terms of MFMA Circular 53. Only the service providers who achieve a minimum of 60% or 48 points of the total points will qualify for stage two of the Evaluation process.

The points for stage one will be allocated as follows:

**FUNCTIONALITY**  
Proven Track Record

**POINTS**  
30

Lead Time	20
Methodology	10
Financial Viability	10
LED	10
<b>Total</b>	<b>80</b>

**Stage2:**

The 80/20 preferential point system will be applied, where 80 points will be allocated for price and 20 points for B-BBEE Status. Bidders are encouraged to submit an original or certified copy of B-BBEE certificate issued by SANAS Accredited Verification Agency. In case of EMEs bidder may submit an original SWORN Affidavit signed by a commissioner of oaths to claim Preference Points.

All Technical enquiries relating to this tender must be directed to **Mr N Hlongwa on 032 481 4500** [Nkanyiso.hlongwa@maphumulo.gov.za](mailto:Nkanyiso.hlongwa@maphumulo.gov.za) and SCM enquiries to **Mr. Velani Dube on 032 481 4500** [velani@maphumulo.gov.za](mailto:velani@maphumulo.gov.za) during office hours (7:30 - 16:00) weekdays. The Maphumulo Municipality does not bind itself to accept the lowest or any tender and this tender will be valid for the period of 90 days after closing.



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**Mr. PN MHLONGO**  
**MUNICIPAL MANAGER**