



# EMADLANGENI MUNICIPALITY

## INVITATION TO BID

**Bid No: MN15/2015-16**

### **Services of an Event Organiser**

Bids are hereby invited from suitable service providers for event organising services for Emadlangeni Municipality.

**NB:** This bid will be evaluated in terms of the 80/20 preference point system as prescribed in the Preferential Procurement Policy Framework Act (No 5 of 2000) and, for this purpose, the enclosed forms must be scrutinised, completed and submitted together with your bid.

Bidders are required to submit original and valid B-BBEE Status Level Verification Certificates or certified copies thereof together with their bids to substantiate their B-BBEE rating claims. Failure to submit the proof of the B-BBEE Certificate will result in forfeiture of the points. Valid Tax Clearance and company registration certificates should be attached. Service providers must be registered on the Municipality's database. Price validity must be 90 days from the closing date. Bid documents will be available as from Monday, 23 May 2016 at the Cashier's Point, main office, No 34 Voor Street, Utrecht 2980 upon payment of R100.00, as well as on the municipal website at [www.emadlangeni.gov.za](http://www.emadlangeni.gov.za) at no cost.

**Completed bid documents must be in a sealed envelope, endorsed "Bid No: MN15/2015-16 – Service of Event Organiser" and must be deposited in the Municipality's bid box located at the reception to the Municipality's main office before or on the closing date of 30 May 2016 at 12:00, whereafter bids will be opened in public. Bids that are not sealed and numbered will not be considered.**

For enquiries regarding bidding procedures, kindly contact the SCM Office at (034) 331-3041.

**GPN Ntshangase - Municipality Manager**