



# Lejweleputswa District Municipality



## REQUEST FOR PROPOSALS

**TENDER NO. 40/11/2011**

Proposals are hereby invited from suitably qualified companies to bid for a 3 year contract to host and organize tourism events in partnership with the Lejweleputswa District Municipality.

### **Pre-qualifications Criteria**

All bidding companies are to comply with the following minimum requirements:

1. At least 3 years experience in hosting tourism events attended by 3000 to 10 000 people.
2. Submission of reference of previous work done.
3. Ability to raise 70% of budget required for each event to be hosted.
4. Original and valid SARS tax clearance certificate and company registration is required.

### **Complete proposals in duly sealed envelopes and clearly marked:**

**Proposal:** Events Management

**Closing date:** 21 November 2011 @12H00

**Must be addressed to:** The Municipal Manager

Lejweleputswa District Municipality  
P.O. Box 2163  
Welkom  
9460

**Or deposited in:** The tender box  
Lejweleputswa District Municipality offices  
Cor. Tempest Road and Jan Hofmeyer Roads  
Welkom

The following conditions will apply:

- Price(s) must be valid for at least thirty (30) days from date of your offer.
- Price(s) must be firm and must be inclusive of VAT.
- This proposal will be evaluated in terms of the 90/10 preference point system in terms of the Supply Chain Management Policy, and for this purpose forms MBD1, MBD2, MBD4, MBD6 and MBD9 (can) be downloaded from the website or collected from the office of Mrs. Njobe must be completed and submitted together with your proposal.

**NB:** The following will not be considered:

- a) Proposals received after the closing date and time determined here-in.
- b) Proposals of which envelopes have not been duly marked for identification.
- c) Telegraph, faxed and telephone proposals.

Proposals will be opened in public on the determined closing date in the front entrance of Lejweleputswa District Municipality, Welkom.

The lowest proposal will not necessarily be accepted and the Lejweleputswa District Municipality reserves the right to accept any tender wholly or partially. No reason for the Lejweleputswa District Municipality's decision with regard to the acceptance or rejection of any proposal will be given.

All enquiries regarding specifications of the proposal can be forwarded to:  
Mr. Tumelo Makofane or e-mail to [tumelo@lejwe.co.za](mailto:tumelo@lejwe.co.za)

**Lejweleputswa District Municipality**

P.O. Box 2163  
Welkom  
9463

**Tel:** 057 353 3094  
**Fax:** 057 353 3382

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Christopher Petersen  
**Acting Municipal Manager**  
**08 /11/2011**