



ADVERT

MEDIA COORDINATOR (3 YEARS CONTRACT)

TENDER NO: MM- B046/19/20

REQUEST FOR BIDS: MUNICIPALITY

Dr Nkosazana Dlamini Zuma Municipality is requesting bids from a suitably qualified and experienced communication company / service provider to perform media coordination for a period of three years.

This bid will be evaluated in terms of the functionality and 80/20 Preferential Procurement Point system 2017 and the points will be allocated as follows. **80 – Price, 20 - BBEE.**

AVAILABLE OF DOCUMENTS

Bid documents can be obtained from 08h00 to 10h00 at the SCM office on the date of the compulsory briefing meeting that will be held on the **20th February 2020** at 10:15 am at Dr Nkosazana Dlamini-Zuma Municipality. The cost of the bid document is **R418.00** which is non-refundable.

DOCUMENTS TO BE SUBMITTED WITH THE QUOTE:

- Valid tax clearance certificate or Tax Compliance Status PIN
- A certified copy of the most recent municipal account in which the business is registered. District municipality (water) and Local municipality (rates, electricity and other). A letter of exemption can be obtained from the Municipality for incumbents who do not pay for services together with a letter of proof of residency.
- Certified copy of a certificate of Company Registration with the Registrar of Companies and CC's (CK).
- Certified copy of B-BBEE certificate / Certified Affidavit
- Certified copies of ID's.
- Form of offer
- MDB 1,4, 8 and 9
- Registration with CSD

CLOSING DATE:

Bid documents must be submitted in a sealed envelope clearly marked with the Tender number and closing date and dropped off in the tender box at the **Dr Nkosazana Dlamini Zuma Municipality Offices, Main street, Creighton** by no later than **17th March 2020 before 12h00**. Late or faxed Bids will not be accepted. Failure to comply with the above conditions will invalidate your offer.

The Dr Nkosazana Dlamini Zuma Municipality reserves the right not to make an appointment.

NB: Bids will remain valid for a period of 90 days from date of the closing of the Bid.

Enquiries may be directed to the following persons during office hours (08:00 – 16:30)

Procedure related enquires: Miss N. Holiwe (039) 833 1038

Technical Enquiries: Mrs.N.Vakalisa (039) 833 1038



N.C. VEZI
Municipal Manager

ENTERED 13 FEB 2020