

Knysna Municipality strives to maintain its position as a premier tourist destination in South Africa – a place where peace, prosperity and harmony prevail, ensuring an exceptional lifestyle for residents and visitors alike.



Knysna

Municipality • Munisipaliteit • uMasipala
INCLUSIVE. INNOVATIVE. INSPIRED.

TENDER NO: T 33/2018/19 CULTURAL COHESION, 8 DECEMBER 2018 AND YOUTH DAY, 16 JUNE 2019 EVENTS – EVENT PLANNING, MARKETING, COORDINATION AND IMPLEMENTATION

Knysna Municipality hereby invites tenders for two music festivals that will take place on 8 December 2018 and 16 June 2019 respectively. Tenders should also include event planning, marketing, coordination and implementation. Only companies with written agreements or contracts with **Afro Tour** may tender. The cultural cohesion event of 8 December 2018 must include a one-day talent search programme.

A receipt for a non-refundable deposit of **R266,00** payable by cheque **made out in favour of Knysna Municipality** is required on collection of the tender documents.

Technical enquiries relating to the tender documents may be addressed to Ms S Sigula at email: ssigula@knysna.gov.za. Please note that only written queries will be addressed.

The closing time for submission of bids is **12:00 on Friday, 2 November 2018**. Bids must be sealed in an envelope clearly marked with the bid number and title given above and placed in the **bid box at the Supply Chain Management Unit, Finance Building, Queen Street, Knysna**, on or before the given closing date and time. Telephonic, facsimile, e-mail and late bids will not be accepted. Bids must remain valid for a period of ninety (90) days after the closing date of the bid. Notwithstanding the period for validity of bids as set out in the bid documents, bids shall be deemed to remain valid until formal acceptance by the Knysna Municipality of an offer at any time after the expiry of the original validity period, unless the Knysna Municipality is notified in writing of anything to the contrary (including any further conditions) by the bidder.

Bids will be opened on **the same day at the Supply Chain Management Section at 12:05**. Late or unmarked bids will not be considered.

Bids may only be submitted on the bid documentation that is issued.

The evaluation of this bid will be subjected to functionality scoring. Tenderers must achieve a minimum functionality score of **30 out of 50** points for functionality in order to be evaluated further. The functionality criteria and weighting are set out in the tender document.

Bids will be evaluated according to the **80/20** preference points system. The bids are subject to the Council Supply Chain Management Policy, Preferential Procurement Policy Framework Act, 2000, and the Preferential Procurement Regulations 2017.

The Municipality reserves the right to withdraw any invitation to bid and/or re-advertise or to reject any bid or to accept a part of it. The Municipality does not bind itself to accept the lowest bid or to award a contract to the bidder scoring the highest number of points.

NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE AS DEFINED IN THE MUNICIPAL SUPPLY CHAIN MANAGEMENT REGULATIONS (GOVERNMENT GAZETTE NO 40553 DATED 20 JANUARY 2017).

Further requirements for sealing, addressing, delivery, opening and assessment of bids are stated in the tender document.

**JB DOUGLAS
ACTING MUNICIPAL MANAGER
CLYDE STREET
KNYSNA 6570**