



MANDENI MUNICIPALITY

PROPOSAL NOTICE

PROPOSAL NO :16/18/19

REQUEST FOR PROPOSAL: TRAVEL AGENT SERVICES FOR A PERIOD OF 3 YEARS.

Mandeni Local Municipality hereby invited suitably qualified service providers and reputable service provider to submit their proposal for the handling of the Municipality's Travel and Accommodation requirement for a period of three (3) years. Service providers must be registered with International Air Transport Association (IATA) as well as the Association of South African Travel Agencies (ASATA)

Proposal documents will only be available at the cashiers, Civic Centre, 2 Kingfisher Road, Mandeni from 26 June 2019 until 09 July 2019 during working hours: Monday to Friday 08H00 to 15H30. A non-refundable fee of R500.00 will be charged per document (cash or bank guaranteed cheques only). There will be no selling of bid documents after Tuesday, 09 July 2019 at 15H30.

A compulsory briefing meeting will be held on Wednesday, 10 July 2019 at the Municipal Council Chamber at 10:00am. Failure to attend the compulsory clarification meeting will disqualify the proposal.

Proposals are to be completed in accordance with the conditions attached to the Proposal document and must be sealed in an envelope and marked: "**PROPOSAL NO.: 16/18/19 – Travel Agent Services for a period of 3 years**" and must be deposited in the tender box situated at the reception: Civic Centre, 2 Kingfisher Road, Mandeni no later than 12H00, 19 July 2019 at which time bids will be opened in public. Closing time will ONLY be determined by the Municipal watch displayed on the Municipal wall at the reception. The name and address of the Bidder must be clearly written on the sealed envelope containing the Proposal Document. Late bids or bids received by way of post, facsimile or e-mail will, under no circumstances, be considered. ONLY bidders registered on Central Data Base (CSD) will be considered and must provide proof of registration.

The Mandeni Municipality subscribes to the Preferential Procurement Policy Framework Act, Act No. 5 of 2000 and its associated Regulations of 2017. The 80/20 principle applies to this Bid. Bids shall be valid for a period of 90 days. The Mandeni Municipality does not bind itself to accepting the lowest, or any Bidder, either wholly or in part or give any reason for such action.

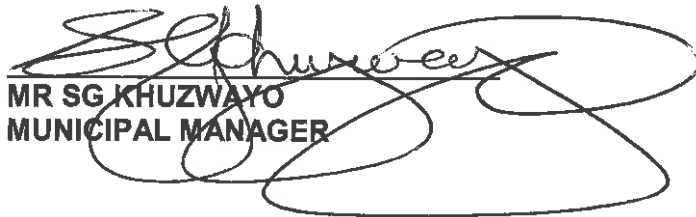
Executive Committee

| Cllr. PM Sishi (Acting Mayor) | Ex Officio Mr S Khuzwayo (Municipal Manager)
Cllr. NF Ntuli | Cllr. LR Mdletshe | Cllr. T.P. Mdlalose | Cllr. SB Zulu | Cllr. MS Mdunge | Cllr. M Shelembe



All prospective bidders will be screened in accordance with the National Treasury's Defaulters Database. Canvassing in any form in the gift of Council is strictly prohibited and will lead to the disqualification of the bidder.

Queries regarding this notice may directed to Mr. Dumisani Mphili or Mrs Noma Gumede 032-456 8200 at Supply Chain Management (SCM) and for Technical queries contact Mr Vusi Zulu (Corporate Services) Mandeni municipality on telephone number: 032-456 8219


MR SG KHUZWAYO
MUNICIPAL MANAGER