Office of the Municipal Manager

Tel 032 456 8200
Fax 032 456 2504 / 086 568 9741
Email ceo@mandeni.gov.za

2 Kingfisher Road, Mandeni, KwaZulu Natal, 4490, South Africa
PO Box 144, Mandeni, 4490

www.mandeni.gov.za

SUPPLY CHAIN MANAGEMENT UNIT

ADVERTISEMENT

QUOTATION NO: 34/25/26

FACILITATOR FOR MANDENI SCHOOL'S DEBATE SESSIONS

Quotations are hereby called from a suitable service provider to facilitate the Mandeni School's Debate sessions scheduled as follows:

Clusters starting from 21st October - 24th October 2025
Main Debate on the 31st of October 2025

Selling of quotation document will commence **on Thursday 9th of October 2025. The cut-off time for selling of quotation documents is 15H00 on Thursday, 16th of October 2025.**

The physical address for payment is No.2 Nkonjane Road Sundumbili (cashiers office) Protection services, payment of a non-refundable fee of **R60.00** (inclusive of VAT) (Cash **ONLY**)

Item	Specification	Quantity
	FOR CLUSTERS, THE SERVICE PROVIDER SHALL PROVIDE THE FOLLOWING ITEMS	
Snacks for adjudicators	1x 450g Peanuts and raisins 12 X 500ml still water 2 x 120g Potato chips 1 x 235g mint sweets	1
Lunch	Savory rice Beef curry 2 salads Soft drinks Water bottles	360
Certificates	A4 wooden Certificates frames and hard A4 certificates papers	48
Sound System	Quality Sound system with clear auditability, 2x podiums and 6x cordless microphones (for all 4 clusters)	1
	MAIN DEBATE	
Catering	Menu: Savory rice	150

	Beef and chicken curry 2 salads Soft drinks Water bottles.	
Snacks	1x 450g Peanuts and raisins 12 X 500ml still water 2 x 120g Potato chips 1 x 235g mint sweets	1
Sound System	Quality Sound system with properad clear auditability, 2x podiums and 6x cordless microphones	1
Awards	A3 wooden Certificates frames and hard A3 certificates papers X 2 Glass trophies engraved with Mandeni Logo X 10	1

Quotations will be evaluated and adjudicated according to the following criteria:

The following PPPFA Regulations 2022 Specific Goals are applicable for 80/20 evaluation criteria:

Specific Goal	**Maximum Allocated Points**	**Verification document**
Enterprise Located within the Mandeni Municipality	5	CIPC registration documents
Enterprise 100% owned by person living with disability	4	Medical certificate
EME or QSE which is at least 100% owned by black people	4	ID Copy of directors and CSD
Enterprise 100% owned by Women	4	ID Copy of directors and CSD
Enterprise 100% owned by Youth	3	ID Copy of directors and CSD

- Supplier must be registered on the National Treasury's Central Supplier Database (CSD). The information recorded on your CSD report will be used to verify the

following information: tax compliance status; company registration details; banking details; identity numbers of directors and employees in the service of the state

- Council's Supply Chain Management Policy.
- The quotation must be submitted on the official letterhead of your business and be valid for the period of 30 days. If quotations are called for number of items, unit price per item must be stated and total amount. No quotations will be considered from persons in the services of any organ of the state.
- Service providers to complete in fully all relevant MBD's (1,4,8,9)
- At least 2 any items similar on this project, either reference or appointment letter or purchase orders with the value exceeding R200 000.00
- Company registration document with CIPC.
- A copy of the most recent municipal account in which the business is registered. Local municipality (rates, electricity and other) or if the bidder is a tenant, then a full lease agreement or a proof of residence and affidavit stating that the ward in which business is registered is exempted from paying rates, electricity and other. Submit for both bidder and director. Failure to attach will lead to disqualification.
- All prospective tenderers will be screened in accordance with the National Treasury's Defaulters Database.
- Non-compliance with the above-mentioned criteria will lead to disqualification.

Quotations are to be completed in accordance with the Specification and must be sealed in an envelope and marked "**FACILITATOR FOR MANDENI SCHOOL'S DEBATE SESSIONS: .34/25/26**" and must be deposited in the Bid Box situated at the **reception:** Civic Centre, 2 Kingfisher Road, Mandeni not later than **12H00, Friday, the 17th of October 2025. Late and verbal quotations will under no circumstances be considered.** The Mandeni Municipality does not bind itself to accepting the lowest, or any tender, either wholly or in part or give any reason for such action. Technical enquiries relating may be directed to Ncebo Mazibukoi and SCM enquiries must be directed to Lungisani Nduli (lungisanin@mandeni.gov.za) on 032-456 8200.

MR SG KHUZWAYO
MUNICIPAL MANAGER

Date: 09/10/2025