BID NO: COM139/2026
CLOSING DATE: 13 NOVEMBER 2026 AT 11:00

APPOINTMENT OF AN EVENT MANAGEMENT SERVICE PROVIDER FOR THE INAUGURAL CITY OF MBOMBELA COUNCIL MEETING

Bids are hereby invited from suitably qualified and experienced event management service providers for the planning, coordination and management of the inaugural City of Mbombela Council Meeting

It is compulsory that service providers download a copy of the bid document that will ONLY be available as from 6 November 2026 on the City's website: www.mbombela.gov.za and on the e-Tender portal: www.etenders.gov.za, free of charge.

Duly completed bid documents and supporting documents which are, Certified ID copies of business directors, COPY OF TAX COMPLIANCE STATUS, CERTIFIED COPY OF B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE, CURRENT MUNICIPAL RATES AND TAXES STATEMENTS FROM RELEVANT LOCAL AUTHORITY OR PROOF OF RES FROM A TRIBAL AUTHORITY OR LEASE AGREEMENT ACCOMPANIED BY THE LESSOR'S UP-TO-DATE MUNICIPAL RATES AND TAXES STATEMENTS FOR BOTH THE COMPANY AND COMPANY DIRECTORS INCLUDING CONSORTIUM AND JV PARTNERS, CSD REGISTRATION FULL REPORT (Summary Report will not be considered) and a copy of the COMPANY REGISTRATION CERTIFICATE, together with the bid document must be sealed in an envelope clearly marked: **"BID NUMBER, BID DESCRIPTION AND CLOSING DATE"** with the name of the bidder shall be placed in the bid box at MBOMBELA CIVIC CENTRE at 1 NEL STREET, MBOMBELA, before 11:00 on the closing date.

Bids received by telegram, fax or e-mail will not be considered. Late bids shall not be accepted or considered.

No briefing session shall be conducted for this tender. Technical enquiries may be directed to the project manager on the below contact details.

Bidders are advised not to commit fraudulent activities or forge documents. All abusers of the SCM system, including forging or faking of returnable documents, may be reported to SAPS and restricted from doing business with any Public Institutions for a period NOT exceeding 10 years which is in line with section 28 and 29 of the Prevention and Combating of Corrupt Activities Act 12 of 2004.

A preferential point system shall apply whereby this contract will be allocated to a bidder in accordance with the Preferential Procurement Policy Framework Act, No 5 of 2000 and as defined in the conditions of bid in the bid document, read in conjunction with the Preferential Procurement Regulations, 2022 and the City's Preferential Procurement Policy, where 80 points will be allocated in respect of price and 20 points in respect of specific targeted goals.

Procurement Enquiries	:	Christopher Nkambule (013) 759 2358
Technical Enquires	:	Veronica Mbatha (013) 759 9184
Employer	:	City Manager, Mr WJ Khumalo P. O. Box 45, Mbombela, 1200

VISIT OUR WEBSITE – www.mbombela.gov.za

NB: The results of this bid will be published on council website as prescribed on the MFMA sec 75 (1) (g) and of SCM regulations, sec. 23 (c)