



BID NOTICE AND INVITATION TO BID
BID NO: NLM/DP/PNIENLMTSW/2021/2022

Advert - PROVISION OF NATIONAL AND INTERNATIONAL EXPOSURE OF NTABANKULU LOCAL MUNICIPALITY TALENT SEARCH WINNERS

Ntabankulu Local Municipality is looking for professional services from a knowledgeable Production Company to provide exposure of Ntabankulu Local Municipality Talent Search Winners both nationally and internationally for a period of twelve (12) months.

A detailed specification will be attached to the tender document.

Bid documents may be obtained from the Ntabankulu Local Municipality offices at ERF 85, Main Street, Ntabankulu, 5130, during office hours 08H00 to 16H30 (Monday to Thursday), and 08H00 to 15H30 on Fridays. Bid documents will be available immediately after the briefing session. A non-refundable cash payment of R200.00 or bank guaranteed cheque made out in favour of Ntabankulu Local Municipality is required upon collection of the tender document. EFT payments can also be made to the Municipality on the following details:

- **Account Name:** Ntabankulu Local Municipality
- **Cheque Account Number:** 62233334250 (First National Bank)
- **Brach Code:** 250035
- **Reference:** PNIENLMTSW & Company Name

NB!! Service Providers that initially bought the document will not have to make another payment, can collect the documents by producing the previous proof of payment.

A compulsory briefing meeting/session has been scheduled for 18th of October 2021 at 10H00, at Ntabankulu Local Municipality Hall.

Bids are to be completed in accordance with the conditions attached to the Bid document and must be sealed and endorsed with the relevant bid number and must be deposited in the official bid box clearly marked "**PROVISION OF NATIONAL AND INTERNATIONAL EXPOSURE OF NTABANKULU LOCAL MUNICIPALITY TALENT SEARCH WINNERS, BID NO: NLM/DP/PNIENLMTSW/2021/2022**" in the main entrance of the Ntabankulu Municipality at ERF 85, Main Street, Ntabankulu, 5130 not later than **12h00 on the 25th of October 2021**, at which time bids will be opened in public. Bids shall be valid for a period of 90 days after the closing date of the submission of bids. **Under no circumstances will late tenders be accepted.**

LW 07/10/2021

Service providers are requested to attach the following mandatory documents for their bids on the pages indicated in the bid document:

- Valid SARS Tax compliance pin
- MBD 4,8 & 9 (Signed after the date of the Advert)
- Proof of company registration
- Certified ID copies for the entity owners
- Valid original or certified copy of BBBEE Verification Certificate or original sworn affidavit to claim Preferential points
- NB. All certification must not be more than 3 months old
- Proof of municipal rates clearance or a signed lease agreement by both parties and confirmation that there is no billing where the entity is based
- A trust, consortium or joint venture must submit a consolidated B-BBEE status level verification certificate for every separate bid and a joint venture agreement.
- All prospective service providers are required to apply on Central Supplier Database in order to do business with all organs of the State in the Republic of South Africa at <https://secured.csd.gov.za>. Nonregistration will be regarded as non-responsive and be disqualified from the bid
- **NB.** Tender documents must be filled/completed in its original format; no copies will be accepted.

Failure to submit the mandatory documents will deem the tender non-responsive and it will not be evaluated further.

Functionality will be evaluated based on capacity and experience and bidders who do not have a minimum functionally assessment of 70% will be considered non-responsive and not evaluated further.

Area of evaluation	Points allocated
Business establishment Company profile with clear business address and contact details	10 points
Capacity to undertake the job Project team members CV'S and certified copies of certificates of key personnel (a minimum of two key personnel)	10 points
Experience in Multimedia Sector: (The company must have a Minimum of 10-15 years' experience in the Creative Sector in recording and releasing multiple albums.) <ol style="list-style-type: none"> 1. A minimum of 6 to 10 Digital Stores releases (1 point for each release) = 05 Points 2. A minimum of 6 to 10 Physical Copies of CD's & DVD's (1 point for each release) = 05 Points 3. Proof of TV and Radio coverage = 05 Points 4. Proof of producing and writing soundtracks that have benefited institutions awareness campaigns = 05 Points 5. Multi genre producer (a producer that can cut across more than 3 genres of 	25 points

LW 07/10/2021

music, eg. Gospel; Kwaito; Hip hop; Traditional; etc.) = 05 Points	
Experience in Youth Development: <ol style="list-style-type: none"> 1. Provide proof that you have produced at least two artists through youth development programs = 15 Points 2. Three or more recommendation letters from an established institution = 05 Points 3. Any two or more online Youth Development programs that you have implemented = 05 Points 	25 points
Affiliation to relevant bodies: Certified copies of registration with relevant professional bodies, [Relevant bodies are SAMRO (South Africa Music Rights Organisation); CAPPASO (Composer Authors and Publishers Association); RISA (Representing Industry of South Africa); POSA (Performers Organisation Of South Africa); SAGE (South African Guild of Editors); IMEXSA (International Music Exports Of South Africa)] <ol style="list-style-type: none"> 1. Affiliated to at least three creative Workers allegeable Society as per the above = 30 Points 2. Affiliated to at least two creative Workers allegeable Society as per the above = 20 Points 3. Affiliated to at least one creative Workers allegeable Society as per the above = 10 Points 4. No affiliation to any creative Workers allegeable Society = 00 Points 	30 points
TOTAL	100 points

The primary criteria in selection will be cost and BBBEE status level of contribution. **80/20** Preference Points System will be used as per NTABANKULU LOCAL MUNICIPALITY Supply Chain Management policy. 80 points shall be for Financial Offer and 20 points for the BBBEE level contributor which will be evaluated as follows:

B-BBEE STATUS LEVEL CONTRIBUTOR	NUMBER OF POINTS
1	20

LW 07/10/2021

2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant	0

NTABANKULU LOCAL MUNICIPALITY reserves the right not to accept the lowest tender or any tender. Late, incomplete, telegraphic, or facsimile tenders will not be considered. The Council is not bound to accept the lowest or any proposal and reserves the right to accept the whole or part of the proposal any tender or to furnish reasons for its decisions.

Further enquiries should be directed to Ms N. Ndlaku at 071 613 8996 or ndlakun@ntabankulu.gov.za or Mr O. Mdudi at mdudio@ntabankulu.gov.za or 082 786 0772/039 258 0314 during office hours i.e. between 08h00 and 16h30.

Requested by



N. Mdutyana
Bid Specification Chairperson

Recommended by



X.N. Venn
CFO

Approved by



L. Nonyongo
Municipal Manager