

Enterprise iLembe is the Economic Development Agency of the iLembe District Municipality, responsible for Trade & Investment Promotion and Local Economic Development for the region

CALL FOR QUOTATIONS (07/08/2018)

APPOINTMENT OF A PANEL OF SERVICE PROVIDERS FOR TRAVEL SUPPORT SERVICES

Enterprise iLembe, the Economic Development Agency of iLembe District Municipality, situated on the north coast of KwaZulu-Natal, invites quotations from all suitably qualified and experienced service providers to submit quotations for a twelve (12) month service of travel support for Enterprise iLembe situated at Sangweni Tourism Centre, Ballito.

It is compulsory for service providers to be registered on the Central Suppliers Database for Government. Please visit <https://secure.csd.gov.za/> to register on the database.

Service Providers must be able to adhere to the company policy on travel and must be able to provide the following on an adhoc basis (as and when required):

- Travel Planning
- Domestic and International Ticketing
- Complimentary Offerings
- Domestic Accommodation
- Vehicle Rental
- Airport Services
- Travel Insurance
- Travel Support Services

The Entity supports the Proudly SA Campaign to the extent that, all things being equal, preference is given to procuring local assets, goods and services from businesses which are at least 51% owned by women and/or youth:

- Firstly – suppliers and businesses from the iLembe District;
- Secondly – suppliers and businesses from the Province of KwaZulu-Natal;
- Thirdly – suppliers and businesses within the Republic.

Prequalifying Criteria:

In line with the 2017 Preferential Procurement regulations, Enterprise iLembe has decided to apply pre-qualifying conditions to advance certain designated groups within the iLembe region; i.e service providers must be located within iLembe with a minimum B-BBEE status level of 3. The purpose of this is to enable the advancement of previously disadvantaged groups within the region thereby stimulating the local economy.

Closing Date: 15 August 2018; 12h00.

Please e-mail proposals/ quotations with relevant documents to krisantha@enterpriseilembe.co.za.

Proposals/ Quotations to contain Agents Fees and must be accompanied by the following documents:

- Valid tax clearance certificate or TCS Pin issued by SARS (**compulsory**)
- Proof of IATA accreditation (**compulsory**)
- Central Suppliers Database Registration Report (**compulsory**). (This report will be available on the CSD Website once you have registered on the Central Suppliers Database)
- MBD 4 – Declaration of Interest Form(**compulsory**).
- B-BBEE Status Level Certificate (if you have).