
INFORMAL TENDER ADVERT

NELSON MANDELA BAY MUNICIPALITY
BUDGET AND TREASURY DIRECTORATE
PURCHASING AND STORES DIVISION

Tender Number: CSQ03265354
Buyer: Hafkie, Mr NP [00021193]

Closing Date: 2026-03-06
Closing Time: 11:00 A.M

Telephone : 041 506 7630

REFER ALL ENQUIRIES TO THE BUYER

ITEM	QUANTITY	UNIT	KEY WORD	DESCRIPTION	REQUISITION
1	1.00	LOT	VENUE & DINNER SERVICES	Tenders are invited for VENUE & DINNER SERVICES for IBMA Congress 2026. Specifications & Pricing schedule available on N.M.B.M. web-site. Pricing schedule to be uploaded on to N.M.B.M.Web-site on or before closing date & time-COMPULSARY!!!!!! For further information please contact Done Louw on Tel.no. 041-503 7513. E-mail:dlow@mandelametro.gov.za	AA158549

THE FOLLOWING CONDITIONS APPLY TO THIS INFORMAL TENDER

- BEFORE COMPLETING THIS FORM, SERVICE PROVIDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF SPECIFIC GOALS, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATION OF 2022 THE 80/20 SYSTEM APPLIES TO THIS TENDER.
- Acceptance of this tender submission is subject to the General Conditions of Tender and Conditions of Purchase
- Acceptance of this tender is subject to successful registration on the Nelson Mandela Bay Supplier Database.
- For further information to register, please call Compliance Section @ 041 506 3274
- Failure to comply with these conditions may invalidate your tender submission.
- All tender prices should be valid for a minimum period of thirty (30) days from date of tender.
- ALL TENDER RESPONSES SHOULD BE COMPLETED ONLINE AND NO FAX SUBMISSION WILL BE ACCEPTED BY SUPPLY CHAIN UNIT.

**NELSON MANDELA BAY MUNICIPALITY
INFORMAL TENDER - REQ NUMBER
SPECIFICATION FOR VENUE AND DINNER SERVICES IBMA CONGRESS 2026**

1. PURPOSE

The purpose of this informal tender is to invite suitably qualified and experienced service providers to submit quotations for the provision of venue hire and dinner catering services for the Official Conference Dinner of the International Business Models in Agriculture (IBMA) Conference and Exhibition 2026, to be hosted in Gqeberha.

2. BACKGROUND

The International Business Models in Agriculture (IBMA) Conference is a high-level international platform focused on advancing innovative, sustainable, and inclusive agribusiness models that strengthen food security, economic resilience, and global market integration.

Following the success of the previous three editions, IBMA 2026 will elevate global dialogue on agribusiness innovation, with a strong emphasis on Africa's role in shaping sustainable agricultural solutions. The conference will highlight South Africa's leadership in agriculture, particularly the Eastern Cape's strengths in citrus production, livestock value chains, and emerging agri-tech and climate-smart farming solutions.

Through the Nelson Mandela Bay Convention Bureau and its partners, the Nelson Mandela Bay Municipality has successfully secured the rights to host IBMA 2026 in Gqeberha, positioning the city as a hub for agribusiness dialogue, trade, and investment.

The conference will be hosted under the theme "Sustainable Models for African and Global Food Security" and is expected to attract delegates from across Africa and internationally, including politicians, senior policymakers, business leaders, investors, farmers, cooperatives, researchers, academics, and students.

3. SCOPE OF WORK

The scope of this informal tender is limited to the payment and provision of venue hire and dinner catering services for the Official IBMA 2026 Conference Dinner to be hosted at the Sun Boardwalk Hotel and International Convention Centre, Gqeberha on Sunday, March 8 2026.

The successful bidder shall be required to provide:

- Venue hire for the official conference dinner
- Buffet Dinner catering services for 320 delegates, including buffet menu preparation and standard service.

All other conference-related costs, services, and operational requirements not expressly included in this scope shall be the responsibility of the IBMA Event Organiser.

The appointed service provider shall be required to engage directly and coordinate with:

- The IBMA Local Organising Committee (LOC); and
- The appointed Professional Conference Organiser (PCO) for all planning, confirmations, timelines, and execution relating to the scoped services.
- No additional costs outside of the approved scope of this informal tender shall be borne by the Nelson Mandela Bay Municipality.

Person dealing with this project: Mr. Doné Louw, EDTA: Tourism Marketing, 0834103565, dlouw@mandelametro.gov.za.

NB: THIS PRICING SCHEDULE MUST BE COMPLETED AND SUBMITTED ONLINE BEFORE THE TENDER CLOSING DATE OR BID WOULD BE REJECTED!!!

IN ORDER TO QUALIFY THE FULL QUOTED AMOUNT COSTS MUST BE SUBMITTED ONLINE - <http://www.nelsonmandelabay.gov.za/page/tenders-informal-rfos>

For further information contact:

Mr. Doné Louw,
EDTA: Tourism Marketing,
0834103565,
dlouw@mandelametro.gov.za.

NELSON MANDELA BAY MUNICIPALITY
INFORMAL TENDER
RETURNABLE PRICING SCHEDULE

VENUE AND DINNER SERVICES IBMA CONGRESS 2026 – REQ NUMBER

PRICING SCHEDULE			AN AWARD WILL BE MADE BASED ON THE BOTTOM LINE
ITEM REF	ITEM NAME	RATE IN R excluding VAT	AMOUNT IN R including VAT
3.1	Venue		
3.2	Buffet Dinner - 320 Delegates		
	TOTAL (excl VAT)	R	R

Supplier Name: -.....
 Contact Name:-.....
 Telephone No:-.....
 Signature:-.....Dated:-.....

NB: THIS PRICING SCHEDULE MUST BE COMPLETED AND SUBMITTED ONLINE BEFORE THE TENDER CLOSING DATE OR BID WOULD BE REJECTED!!! THE MINIMUM REQUIREMENT DOCUMENTS WILL BE REQUESTED AFTER THE CLOSING DATE AND TIME. FAILING TO SUBMIT THIS WITHIN 48 HOURS FROM THE DATE OF REQUEST WILL DEEM THE SUBMISSION NON-RESPONSIVE.

IN ORDER TO QUALIFY THE FULL QOUTED AMOUNT COSTS MUST BE SUBMITTED ONLINE - <http://www.nelsonmandelabay.gov.za/page/tenders-informal-rfos>