

INFORMAL TENDER ADVERT

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

Tender Number: CSQ03265453
Buyer: Dulwana, Miss Q [00065769]

Closing Date: 2026-04-17
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	IRONMAN SERVICES	<p>Service Providers are requested to offer their services for Arts and Culture Logistics Company with experience for the cultural programme as per specification available at SCM in Harrower Road - Port Elizabeth.</p> <p>"Fully Completed Pricing Schedule to be uploaded on the Informal Tender Portal before the closing date and time of the advert - failure to do so may render you NON RESPONSIVE.</p> <p>"Compulsory site meeting to be held" Place/Venue: St Georges Park Boardroom Date and Time: 13th April 2026 @ 10h00</p> <p>"For more details on the above item please contact: Brent Jonas @ 041 506 2728.</p>	AA83334

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.

Sports, Recreation, Arts & Culture

SUPPLY CHAIN MANAGEMENT

INFORMAL TENDER NO: CSQ03265453

Nelson Mandela Bay Municipality through its sub-directorate Sport Recreation Arts & Culture is requesting the services of a locally based specialist arts & culture Logistics Company to provide event support for the upcoming Ironman Triathlon that will be taking place between

17,19,20 April 2026 (Hobie Beach and Boardwalk)

SCOPE OF WORK

The successful bidder will be responsible for overseeing areas such as:

- Payment of Artists performing at the event.
- Providing Transport for Artists to and from Events (All Clusters of NMBM)
- Catering for all Artists
- Event logistics oversight.

PRICING SCHEDULE – CSQ03265453

FULLY COMPLETED PRICING SCHEDULE TO BE UPLOADED ON THE INFORMAL TENDER PORTAL BEFORE THE CLOSING DATE AND TIME OF THE ADVERT – FAILURE TO DO SO MAY RENDER YOU NON-RESPONSIVE.

ITEM	DISCRIPTION	AMOUNT
1: Pasta Party (Friday 17 April 2026)	<ul style="list-style-type: none"> • One Marimba Band (To be available 17:30 – 21:00) 	
2 x Co- Ordinator Sunday 19 April 2026	<ul style="list-style-type: none"> • Overall artist Co -Ordinator's overseeing logistics for the day 06:00 am 	
Photographer Sunday 19 April 2026	<ul style="list-style-type: none"> • Capture Arts & Culture pictures for all Arts & Culture activities 	
Artists Sunday 19 April 2026	<ul style="list-style-type: none"> • 3 Traditional Dance Groups (minimum 10 Artists) 06am – 14:00 	
2.2 Sunday 19 April 2026	<ul style="list-style-type: none"> • 3 Drumming Group (7 members) 06 am -13:00 	
2.3 Sunday19 April 2026	<ul style="list-style-type: none"> • 3 Drumming Group (7 members) 14:00 -22:00 	
2.4 Sunday 19 APRIL 2026	<ul style="list-style-type: none"> • 2 stilt walkers 11:00 – 15:00 • 1 balloon twister 11:00 -15:00 	
2.5 Sunday30 March 2025	<ul style="list-style-type: none"> • 2 Traditional Face painters (10:00 – 15:00) 	
3.1 Catering (breakfast	<ul style="list-style-type: none"> • 60 x Breakfast packs (4 x sandwiches) x 2 fruits 	

(09:30)	<ul style="list-style-type: none"> • 60 Water bottles • 60 small cooldrinks 	
3.2 Catering (Lunch (13:00))	<ul style="list-style-type: none"> • 60 Lunch Packs (Burger & Chips with 1 salad) • 60 Water (500ml) • 60 Small Cooldrinks 	
3.3 Catering (Dinner (18:00))	<ul style="list-style-type: none"> • 60 Lunch Packs (Chicken quarter with chips and 2 vegs) • 60 Water • 60 Small Cooldrinks 	
4(09:00)	120 Energised (500ML/750ML)	
5 Sunday 19 APRIL 2026 (as per schedule)	<ul style="list-style-type: none"> • TRANSPORT (Collection and delivery from different areas) <p>Artists to come from four geographical areas</p> <ul style="list-style-type: none"> • Motherwell, • New Brighton • Walmer Township • Uitenhage / kwanubuchle <p>TRANSPORT (Collection and Transport from different geographical Areas (Clusters))</p> <p>Artists to come from four geographical</p> <ul style="list-style-type: none"> • <u>A transport plan must be submitted</u> • and all other activities as specified above and to ensure that all artists arrive on time and be collected at agreed locations with Co Ordinator • <u>Attendance at Compulsory Site Clarification</u> 	
6.1: 20 April 2026	<ul style="list-style-type: none"> • Marimba Band (perform at welcoming ceremony) 17:30 – 18:30 	
6.2 20 April 2026	<ul style="list-style-type: none"> • School Choir to perform on stage 19:00 – 19:10 	
6.3 20 April 2026	<ul style="list-style-type: none"> • 8-piece school jazz band to perform (18:00 – 19:00) 	
20 April 2026	<ul style="list-style-type: none"> • 2 Traditional Face painters (17:30 – 19:00) 	
15	Management Fee (20%)	
16	Vat (if applicable)	
	<u>TOTAL</u>	



NAME OF THE SERVICE PROVIDER:.....

ADDRESS:.....

CONTACT DETAILS:.....

SIGNITURE.....DATED.....

**NB: Minimum Requirements : MAY BE REQUESTED FROM THE SHORTLISTED BIDDERS
WITHIN THE 72HR PERIOD – AFTER THE CLOSING DATE AND TIME OF THE ADVERT –
FAILURE TO DO SO MAY DEEM YOU NON RESPONSIVE**

- Proven Track Record of previous experience
- Transport/Logistic Plan compulsory
- Letter of Financial Good Standing Certificate
- Bidder must submit a letter that it will agree to work with the programme managers (Living Arts) as to selection of all groups.

COMPULSORY SITE MEETING TO BE HELD:

PLACE / VENUE: ST GEORGES PARK BOARDROOM

DATE AND TIME: 13TH APRIL 2026 @ 10H00

Cost Requirements:

Potential Bidders to provide line items costing for above (performing artists rates)
As part of bid and a competitive management fee.
Sufficient funds are available for entertainment program on

