



**HARRY GWALA DEVELOPMENT AGENCY (HGDA) (Pty) Ltd
2011/001221/07**

Harry Gwala Farmers Market, Erf 2226
Portion 27 of the Farm Ellerton, IXOPO 3276
Website: www.hgda.co.za

OFFICE OF THE CHIEF EXECUTIVE OFFICER

INVITATION TO BID

The Harry Gwala Development Agency (Pty) Ltd hereby invites suitably qualified, experienced and reputable Service Providers to provide services to the entity. The Bid documents can be downloaded from the Harry Gwala Development Agency (Pty) Ltd website www.hgda.co.za and e-tender portal.

BID NO.	PROJECT DESCRIPTION	COMPULSORY BRIEFING	AVAILABILITY OF TENDER DOCUMENTS	CLOSING DATE	TECHNICAL ENQUIRIES
HGDA 006-2023/24	Provision of Company Secretary Services to the Harry Gwala Development Agency (Pty) Ltd for a Period of 24 Months (2years)	None	31/01/2024 on the HGDA website and e-tender portal.	01 March 2024 @12h00	Mrs. N Khoza
HGDA 007-2023/24	Develop of the Investment Prospectus (Printable and Digital) for the Harry Gwala Development Agency (Pty) Ltd			13 February 2024@ 12h00	Mr. P Fakude

BID SUBMISSION

Sealed Bid Documents with the **Bid Number and description of the bid** endorsed on the envelop with the **bidders details** clearly indicated maybe couriered at least 2 days before closing date to avoid late delivery or be hand delivered and must be deposited in the **TENDER BOX located at the Reception Area, Harry Gwala Development Agency, Farmers Market, Portion 27 of the Farm Ellerton, Erf 2226, Ixopo 3275**, not later than the aforementioned dates where after, bids will be opened in public. The scope of work and bid requirements is stipulated in the bid documents.

The evaluation of bids will be done in the following stages:

First Stage - Functionality different as per the bids - Second Stage - Price and Preference Points

Each bidder must score the required minimum score for functionality to be considered for the second stage. The 80/20 Preferential Point system in terms of the 2022 Preferential system will apply and points will be awarded based on the entity's specific goals that is on ownership and RDP goals. (MBD 6.1 must be completed by the tenderer to claim points.)


PREFERENCE GOAL	80/20	Documents required for verification
GOAL 1 - Ownership – Maximum points	10	
Business owned more than 50% by black person	3	ID copy of Director or CSD detailed report or CIPC Registration Certificate
Business owned less than 50% by black person	1	
Business owned more than 50% by black women	3	ID copy of Director or CSD detailed report or CIPC Registration Certificate
Business owned less than 50% by black women	1	
Business owned more than 50% by black youth.	2	ID copy of Director or CSD detailed report or CIPC Registration Certificate
Business owned less than 50% by black youth	1	

Business owned more than 50% by disabled person	2	Attach proof from a registered doctor/physician for a bidder to obtain full points
GOAL 2 – RDP – Maximum points	10	
Business falls under the SMME category – EME/QSE	3	Detailed CSD Report
Promotion of business located within Harry Gwala Development Agency	4	- Preferred address on detailed CSD Report, Municipal account not older than 90 days for the director, Lease agreement and affidavit if you are leasing or Affidavit if you are residing in rural area
Promotion of business located within KZN province. Promotion of business located in South Africa outside KZN Province	3 1	- Preferred address on detailed CSD Report, Municipal account not older than 90 days for the director, Lease agreement and affidavit if you are leasing or Affidavit if you are residing in rural area

Harry Gwala Development Agency (Pty) Ltd does not bind itself to accept the lowest or any bid and reserves the right to accept the Bid in whole or part, at the rates quoted.

Late, telegraphic, e-mailed or faxed bids will not be considered.

Tenderers that submit tenders by courier retain the responsibility of ensuring that tender documents submitted are placed in the tender box. This is not the responsibility of the Municipal Entity. Tenders are to adhere to the General Conditions of Contract and the SCM Policy of Harry Gwala Development Agency.



MSA C R WHYTE
CHIEF EXECUTIVE OFFICER
 Notice Number: 21-23/24