

**INVITATION TO QUOTE: BEY SCM 469**

**DEVELOPMENT OF TOURISM SECTOR PLAN**

Dr Beyers Naude Local Municipality calls for the submission of quotations for the development of Dr Beyers Naude Tourism Sector Plan which will include amongst other the following:

1. Conduct situational analysis of the tourism sector in Dr Beyers Naude Local Municipality.
2. Assess and review the Tourism Sector Plans of former Ikwezi, Baviaans and Camdeboo local municipalities, including the various plans developed by the municipality and other public and private institutions.
3. Conduct competitive analysis of the tourism sector vis-ȧ-vis competing destinations.
4. Identify issues, sectoral priorities as well as activities that the municipality and other relevant organizations should engage in and implement to achieve global tourism competitiveness and achieve a full potential of an integrated approach to tourism development and promotion.
5. Identify geographic areas with potential tourism value, based on a set of criteria, and provide recommendations and approaches to developing such areas, including the identification of relevant infrastructure and capacity needs.
6. Develop the overall vision as well as define strategies policies and action plan for each area of concern, such as but not limited to tourism planning and product development, marketing and promotions, standards an accreditation, skills development, investment, infrastructure, transportation, environment, culture, gender, transformation, poverty reduction and rural development.
7. Review tourism trends vis-ȧ-vis competing destinations in the regions, including analysis of market share in outbound traffic from source markets, new and emerging tourist source markets; and prepare forecast on tourist arrivals, receipts, room capacities, and domestic tourism, as well as overall contribution of tourism at the national and local levels.
8. Prepare action plan or road map on the various components of the sector plan (strategy) including but not limited to local tourism planning and product development, marketing and promotions, standards and accreditation, skills development, investments, infrastructure, transportation, environment, culture, gender, transformation, poverty reduction and rural development.
9. Recommend institutional mechanism for the shared responsibilities of national, provincial and local government as well as the private sector in the implementation of the sector plan (strategy).
10. Recommend funding sources to implement the plan (strategy), including multi-and bilateral organizations and public-private sector.
11. Define a consultative process and mechanism for the development of the Dr Beyers Naude Municipal Tourism Sector Plan taking into consideration the involvement of key leaders, organizations and entities in the public and private sector at local, provincial and national level.
12. Organize and conduct consultation meetings, focus group discussions and interviews with various stakeholders in the tourism industry as well as allied sectors, including local communities, designated groups, to elicit inputs, ideas, opinions and recommendations on the vision, goals and objectives, strategies, policies and programs for the Dr Beyers Naude Local Municipality

**DELIVERABLES**

The deliverables of the assignment are the following:

1. A framework plan/strategy with the following suggested content and structure :
* Situational analysis of the tourism sector in Dr Beyers Naude Municipality;
* Competitive analysis of the tourism sector vis-ȧ-vis competing destinations, including statement of challenges and issues;
* Vision, objectives, goals and targets;
* Development of a comprehensive plan/strategy consisting of individual strategies focusing on addressing following specific areas namely: infrastructure, product development, human resources reduction, ecotourism and community-based tourism, public – private sector partnership, and international relations.
1. Development of an integrated marketing strategy for the towns for both international and domestic tourism.
2. Development of an events strategy and policy for Dr Beyers Naude municipality.
3. Recommend institutional arrangement to drive tourism development and promotion in Dr Beyers Naude Local Municipality.

Quotes must be placed in the municipal tender box, Robert Sobukwe Building, in sealed envelopes clearly marked **"BEY SCM 469** ", not later than 12h00, Friday on the **1ST of March 2024** and will be opened in public immediately thereafter.

**Note:**

Faxed, e-mailed or late quotations will not be accepted.

1. The tender will be evaluated on 80/20 system Whereby 80 points will be allocated for price and a maximum of 20 points for specific goals.
2. To claim for specific goals prospective bidders MUST submit proof/required the required documents
3. CIPC company registration documentation to be provided
4. Price must include vat (if registered for vat) and delivery costs to Graaff-Reinet.
5. All suppliers must be registered on the Central Supplier Database (CSD)
6. A current original tax clearance certificate of SARS is to be submitted.
7. A current certified Municipal (rates& services) clearance certificate to be submitted.
8. Attached declaration of interest to be completed.
9. A current certified BBBEE certificate or sworn affidavit must be submitted in order to claim preference points.
10. Council is not bound to accept the lowest or any quotation and reserves the right to accept any tender or part thereof.
11. For further details, please contact **Mr. H. Hendricks @ 049 807 5700**
12. Allocation of specific goals

|  |  |  |  |
| --- | --- | --- | --- |
| **NO** | **Specific goal categories** | **Max Points Allocation** | **Evaluation Indicators** |
| **1** | B-BBEE Status Level Contributor | **10** | As for BBBEE points allocation please see MBD 6.1 |
| **2** | The promotion of enterprises located in a specific province for work to be done or services to be rendered in that province. | **10** | 10 Points- Located within the boundaries of the Dr Beyers Naudé Local Municipality |
| 6 Points- Located within the boundaries of Sarah Baartman District Municipality |
| 4 Points- Located within the boundaries of the Eastern Cape |
| 1 Point- Outside of the boundaries of the Eastern Cape |

**DR. E.M. RANKWANA**

**MUNICIPAL MANAGER**

**MBD 4**

**DECLARATION OF INTEREST**

1. No bid will be accepted from persons in the service of the state[[1]](#footnote-1)\*.

1. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their positionin relation to the evaluating/adjudicating authority and/or take an oath declaring his/her interest.

3 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

3.1 Full Name: …………………………………………………………………………

3.2 Identity Number: …………………………………………………………………

3.3 Company Registration Number: …………………………………………………

3.4 Tax Reference Number: …………………………………………………………

3.5 VAT Registration Number: ………………………………………………………

3.6 Are you presently in the service of the state**[[2]](#footnote-2)\*** **YES / NO**

 3.6.1 If so, furnish particulars.

 ………………………………………………………………

 ………………………………………………………………

3.7 Have you been in the service of the state for the past **YES / NO**

 twelve months?

* + 1. If so, furnish particulars.

………………………………………………………………

………………………………………………………………

3.8 Do you, have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid?

3.8.1 If so, furnish particulars.

 ………………………………………………………………

 ………………………………………………………………

3.9 Are you, aware of any relationship (family, friend, other) between a bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid?

3.9.1 If so, furnish particulars

…………………………………………………………….

…………………………………………………………….

## YES / NO

## YES / NO

3.10 Are any of the company’s directors, managers, principal **YES / NO**

 shareholders or stakeholders in service of the state?

3.10.1 If so, furnish particulars.

 ………………………………………………………………

 ………………………………………………………………

* 1. Are any spouse, child or parent of the company’s directors, **YES / NO**

managers, principal shareholders or stakeholders in service

of the state?

3.11.1 If so, furnish particulars.

 ………………………………………………………………

 ………………………………………………………………

# CERTIFICATION

**I, THE UNDERSIGNED (NAME**) ………………………………………………………………………

**CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS CORRECT.**

**I ACCEPT THAT THE STATE MAY ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE**

**FALSE.**

 Signature Date

 ……………………………………… …………………………………………………………

 Position Name of Bidder

1. [↑](#footnote-ref-1)
2. **\*** MSCM Regulations: “in the service of the state” means to be –

a member of –

any municipal council;

any provincial legislature; or

the national Assembly or the national Council of provinces;

a member of the board of directors of any municipal entity;

an official of any municipality or municipal entity;

an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);

a member of the accounting authority of any national or provincial public entity; or

an employee of Parliament or a provincial legislature. [↑](#footnote-ref-2)