



THE APPOINTMENT OF A SERVICE PROVIDER TO CREATIVELY PRODUCE A 30-MINUTE EDUCATIONAL AND ENTERTAINING AUDIO-VISUAL PRESENTATION CLIP, TO BE USED BY THE KZN SHARKS BOARD AS PART OF THE EDUCATIONAL AUDIO-VISUAL (AV) & SHARKS DISSECTION SHOW.

Notification of Tender

The KwaZulu-Natal Sharks Board Maritime Centre of Excellence invites tenders for the following:

Description	Tender No.	Compulsory Briefing Date	Tender Closing Date	Tender Closing Time
produce a 30-minute educational and entertaining audio-visual presentation clip. Evaluation will be on mandatory, functionality and 80/20 point system.	ZNT20/21KZNSB01	11 March 2021	19 March 2021	11h00

- A compulsory briefing session with the representatives of the KwaZulu-Natal Sharks Board will take place at the Board Room, 1a Herrwood Drive uMhlanga Rocks at 13:00 pm.
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- **The Mandatory Requirements**
- Original Valid Tax Clearance Certificate with pin
- Registration with CSD – provide proof
- All Supply Chain Management inquiries must be addressed to Mr S. Mzelemu on 031 566 0422 E-mail: mzelemu@shark.co.za and all Technical queries to Mr. F Mtolo Ngcobo on 031 566 0461 E-mail: nombusom@shark.co.za.
- Telegraphic, telephonic, telex, facsimile and late tenders will not be accepted.

Criteria	Maximum points
<ul style="list-style-type: none"> ❖ Experience in providing Audio Visual and or filming which includes animation services, four (4) written letters from previous clients. Proof accompanied by correspondence from 3 reference letters in company letter head not older than five 5 years (from 2015) ❖ 20 points= 4 letters ❖ 15points = 3 letters ❖ 10 points= 2 letters ❖ 5 points=1 letter 	20
<ul style="list-style-type: none"> ❖ A comprehensive CV of Experience of the Team Leader to be provided, providing Audio Visual and or filming which includes animation services ❖ 3years experience=20 points ❖ 2 years' experience=15 points ❖ 1year experience=10 points ❖ Less than 1 year=0 points 	20
<ul style="list-style-type: none"> ❖ Portfolio of Evidence with at least two Audio Visual Presentations (ADP) (provided as a USB/CD/Link) ❖ 2 ADP=10 points ❖ 1 ADP= 5 points ❖ 0 ADP=0 points 	20
<ul style="list-style-type: none"> ❖ Plan of Approach and Methodology ❖ AVP Concept =5points ❖ Project Plan=5points ❖ Methodology=5points 	20

❖ Location of office	20
❖ Durban: 20 points ❖ KZN: 10 points ❖ Outside of KZN: 5 points	
TOTAL	100

- A bidder that scores less than **(80%) of the 100** points allocated in respect of "functionality" will be regarded as submitting a non-responsive bid and will be disqualified and therefore will not be considered for the last phase of evaluation, where the successful bidders will be scored on price and BBBEE status.
- **Bids Documents Available at KwaZulu – Natal Sharks Board, 1a Herrwood Drive, Umhlanga.**
- **Submission of Bids: Sealed envelopes clearly marked with the relevant bid number, Closing date and time and Bidders name must be deposited into the bid box at the Sharks Board premises at the Ground Floor, 1a Herrwood Drive Mhlanga, 4320.**
- **NB: A non – refundable deposit of R300.00 for the tender document is payable into KwaZulu – Natal Sharks Board bank account as mentioned below with reference “Tender”. The tender document will be available 10th March 2021 and may be collected upon producing proof of payment (deposit slip: no cash will be accepted).**
- **NB: Tender documents won’t be issued/collected on the briefing day.**
- **The Banking details are as follows: Bank: ABSA, Account Number 1012341080, Account Holder: KZN Sharks Board, Branch: La Lucia Ridge.**
- **An original valid Tax Clearance Certificate with Pin, original valid B-BBEE Status Level Verification Certificate/Sworn Affidavit, registration with NT Central Supplier Database, and 1 original and four (4) copies of bound proposal must be submitted with the bid.**