



**GOVERNANCE  
Communications Unit**

7th Floor, Rennies House,  
41 Margaret Mncadi Avenue, Durban, 4001  
PO Box 5588, Durban, 4000  
Tel: 031 311 4827, Fax 031 332 8051  
[www.durban.gov.za](http://www.durban.gov.za)

**ETHEKWINI MUNICIPALITY  
Request for Quotations**

**Date: 22/02/2016**

**ENQUIRY NUMBER: 2015-16/068**

**CAMPAIGN ACTIVATIONS**

The Communications Unit invites eligible and accredited service providers to submit written quotation for campaign activation to be conducted in strategic areas in the Municipal Area. The scope of work to be covered by the appointed service provider includes but does not exclude other pertinent deliverable tools/processes which will be identified by the Head Communications during implementation.

The appointed service provider will be called upon, when required, to assist the Municipality with different activations.

**PRICING MODEL**

Pricing model is rate per hour

**EXPERTISE REQUIRED**

The service provider appointed should have the following expertise:

- Public Relations Management (including events management, campaign activations and promotions)

**TIME FRAME**

The duration for this contract is 4 months

**The submission must include the following:**

- I. Valid Tax Clearance certificate
- II. BBBEE certificate
- III. Declaration of Municipal Fees
- IV. Declaration of Interest (MBD 4)
- V. Certificate of Independent Bid (MBD 9)

After the submission of quotations, shortlisted candidates will be contacted via telephone. If you have not been contacted, consider your application as unsuccessful.

Sealed quotations, marked **“ENQUIRY NUMBER: 2015-16/068, CAMPAIGN ACTIVATIONS)”** must be placed in the quotation box located in the Reception Area, 7<sup>th</sup> Floor; Rennies House; 41 Margaret Mncadi Avenue Street; Durban (not any other Municipal Department) by no later than **16h00 on Monday, 29 February 2016.**

**Enquiries:**

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