CALL FOR PROPOSALS

The Department of Tourism invites the submission of event proposals for the 2023/24 Financial year. The Department seeks to invest in events that generate significant immediate and long-term economic benefits that align with the Department's strategic objectives.

Events are organised activities at a particular venue that highlight the unique characteristics of a certain tourism attraction with the aim of highlighting or marketing a particular destination. This call for proposals aims to provide financial and non-financial support to tourism events and festivals that fall within the following categories:

1. Sports and Recreation
2. Culture and Heritage
3. Leisure and Lifestyle
4. Meetings and Workshops.

EVALUATION CRITERIA

All proposals submitted will be evaluated against the criteria below in a fair and consistent manner:
- Increase travel and or visitation to Villages, Townships and Small Towns;
- Attract visitors, stimulate local economies and create employment for citizens;
- Aligns to Local Economic Development Interventions;
- Promote the use of Heritage Sites, State Owned, Youth or Women-owned facilities;
- Promote geographic spread and historically disadvantaged citizens and or areas;
- Promote multiple stakeholder collaboration and partnerships;
- Contribution towards the project by the event organiser (financial and/or non-financial);
- Participate in the Department's information gathering for research purposes.

ELIGIBILITY

- The Call for Proposals is open to all tax-compliant South African organisations and enterprises with an independent legal status, i.e., those registered with CIPC as a Non-Profit Company, a Private Company (Pty) Ltd.
- Compliant eligible South African citizens who are legally able to enter into contractual obligations.
- No beneficiary will be awarded more than one tourism event hosting support simultaneously within a financial year. Organisations should declare any support received for the same event from the Department or other government departments /entities.
- Only one application per organisation/company/individual in one financial year is allowed.

- Preference will be given to projects that are co-financed or part-financed or have any other form of partnership, depending on the total budget and the scale of the project. Proof of such commitment must be provided.
- The Department will consider applications for support from members or professionals who require support for events that are aligned with the Department's strategic objectives.
- Submitted proposals should be a maximum of 10 pages, excluding compliance documents.
- The Department will consider applications that are received a minimum of three (3) months prior to the event.

ADMINISTRATIVE CRITERIA

The following will lead to automatic **disqualification**:
- Incomplete documents, dishonest and inaccurate information;
- Incomplete documents will not be considered;
- Applications exceeding ten pages;
- Failure to disclose any conflicts of interest and additional funding secured from other government departments and entities;
- The project timeframe falls outside the stated timeframes and the country's boundaries; and
- Stand-alone skills development/training programmes/beauty pageants/individual and group tours (local and abroad) will not be considered.

COMPLIANCE DOCUMENTS

The following must be included in your submission:
- Valid Tax Clearance Certificate;
- Certified ID copies of shareholders or directors; and
- Detailed company profile with three relevant reference.

CLOSING DATE

Event proposals must be submitted by email to **proposals@tourism.gov.za no later than 11:00 on 17 November 2023**.

Enquiries relating to the Call for Proposals may be directed to **proposals@tourism.gov.za**.

PLEASE NOTE THAT THERE WILL BE NO BRIEFING FOR THIS RFP EVALUATION PROCESS.

For more information visit **www.tourism.gov.za**.

If you do not receive a reply to your application within 30 days from the closing date, kindly consider your submission unsuccessful.

tourism
Department:
Tourism
REPUBLIC OF SOUTH AFRICA

NDP 2030

WE DO TOURISM