



**REQUEST  
FOR  
EXPRESSION OF INTEREST**

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**EOI002 OF 2024/2025 -  
DEVELOPMENT OF THE MUNICIPAL COUNCIL  
OF MANZINI LONG TERM FINANCIAL  
SUSTAINABILITY STRATEGY**

**August 2024**

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# INVITATION FOR EXPRESSION OF INTEREST

## **DEVELOPMENT OF THE MUNICIPAL COUNCIL OF MANZINI LONG TERM FINANCIAL SUSTAINABILITY STRATEGY**

### **1.0 Background**

The Municipal Council of Manzini is a Municipal entity established in terms of the Urban Government Act of 1969. The Council is determined to become a key player and a catalyst to the way Municipalities operate within Eswatini; choosing intentionally to adopt strategic thinking and progressive operating models that are geared towards service delivery excellence. The organization has an unwavering commitment to serve the people of Manzini and as such has adopted a service centric approach utilizing good governance, sound judgment and customer-centered management to deliver quality services. It is within this context that the municipality has embarked on the development of a Long-Term Financial Sustainability Strategy.

The City is faced with several issues including aging infrastructure, rapid growth, limited funding tools, inflationary pressures and declining tax and non-tax revenues. In addition, uncertainty exists around external sources of funding (e.g. government grants) and regulatory changes (e.g. environmental). Considering these issues, the intent of the Long Term-Financial Sustainability Plan is to lay out the City's existing financial policies and practices, as well as identify strategies available to fund the City's needs over the next ten years. It is natural to react to crisis, but prudent financial management would dictate that decisions made to fund projects and initiatives need to be considered in the context of the larger financial situation facing the City. These decisions must also align with the City's Integrated Development Plan and filtered through the City's Corporate Risk Based Management Program.

The Financial Sustainability plan should also provide flexibility to react to changes in economic realities including the potential for high variability in growth rates affecting the need to spend and the ability to fund.

The Financial Sustainability Strategy aims to create a fiscal sustainability framework in recognition that the current financial practices need to evolve to meet the more complicated needs of the organization. The framework will be the means for which to meet the City's opportunity and challenges at hand while continuing a status of good financial health.

The organization's Fiscal sustainability will give an enduring ability of the City to ensure that it can deliver the level and types of services expected by its stakeholders, while proactively assessing and managing associated risks, at acceptable levels of property taxes, service fees and other revenue streams".

### **2.0 Requirements**

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The Municipal Council of Manzini wishes to invite capable and competent service providers to submit an Expression of Interest for the Development of a 10-year Financial Sustainability Strategy for the City. The Expression of Interest (EoI) is open to local and international companies.

To qualify, the prospective Consultancy firms must possess relevant expertise, experience and competence to undertake this assignment. Interested consultants are required to submit the following company documents, which will be used as evaluation criteria for shortlisting.

- 2.1 A brief proposal for the Development of a Long-Term Financial Sustainability Strategy for the City of Manzini, not exceeding 10 pages.
- 2.2 Original and Valid Tax Compliance Certificate
- 2.3 Valid copy of Certificate of Incorporation
- 2.4 Valid copy of Trading License
- 2.5 Valid copy of Labour Compliance Certificate
- 2.6 Valid copy of Eswatini National Provident Fund (ENPF) Compliance Certificate
- 2.7 Valid copy of Form J and Form C
- 2.8 Company Profile with an indication of previously undertaken similar assignments, company organogram/structure
- 2.9 Certified copy of signed Joint Venture Agreement (if in joint venture partnership);
- 2.10 Valid Copy of Police Clearance for all directors or affidavit of non-conviction to company directors or shareholders (3 months old).
- 2.11 Signed Declaration of Eligibility

Tenderers must submit all the prerequisite documents mentioned above for shortlisting. Upon being shortlisted, successful bidders will receive Request for Proposal (RFP) documents to participate in a competitive bidding process for developing the Municipal Council of Manzini's Long-Term Financial Sustainability Strategy.

#### 4.0 Submission

Interested Consultants may express their interests by submitting Expressions of Interest (EOIs) for **“Development of the Municipal Council of Manzini Long-Term Financial Sustainability Strategy”** to the Municipal Council of Manzini Civic Offices located between Ngwane/Nkoseluhlaza Street, Opposite Riverstone Mall. The submission shall be made at the reception area in a tender box, upon signing the submission register.

*The envelopes shall be addressed to the Chief Executive Officer, Municipal Council of*

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*Manzini, P.O. Box 418, Manzini, clearly marked in block letters “**Expression of Interest for The Development of the Municipal Council of Manzini Long-Term Financial Sustainability Strategy**”.*

The Expressions of interest shall be in three copies (1 original, 2 copies) must be submitted on or before the **13th of September 2024 at 12:00PM, Eswatini time and public opening shall take place at 12:15PM on the same day.**

*Further information and clarifications must be obtained from Mduduzi Dlamini, Financial Accountant at email: [fa@manzini-city.co.sz](mailto:fa@manzini-city.co.sz) (+268) 25085053 Or Procurement Specialist, Tel. (+268) 25085056, email: [ps@manzini-city.co.sz](mailto:ps@manzini-city.co.sz)*

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**L.P Dlamini**  
**Chief Executive Officer**

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## APPENDIX #1 DECLARATION OF ELIGIBILITY

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*[All Tenderers must meet the following criteria, to be eligible to participate in public procurement. Tenderers must provide a signed declaration on their company letterhead in the following format. If the tender is being presented by a joint venture or consortium all members must sign the declaration]*

[>>> Name of Tenderer, Address, and Date>>>]

Dear Sirs

Re EOI Reference .....

In accordance with the eligibility requirements of the Invitation to Tender documents we

hereby declare that: -

- (a) We, including any joint venture partners or consortium partners, are a legal entity and have the legal capacity to enter into the contract.
- (b) We are not insolvent, in receivership, bankrupt or being wound up, our affairs are not being administered by a court or a judicial officer, our business activities have not been suspended and we are not the subject of legal proceedings for any of the foregoing.
- (c) We have fulfilled our obligations to pay taxes and social security contributions.
- (d) We declare that we adhere to basic labour legislation.
- (e) We have not, and our directors or officers have not, been convicted of any criminal offence related to our/their professional conduct or the making of false statements or misrepresentations as to their qualifications to enter a contract within a period of five years preceding the commencement of the procurement proceedings; and
- (f) I/We declare that we are eligible to participate in the above-mentioned public procurement tender as per section 40 of the Public Procurement Act 2011.
- (g) We further declare that we are not Politicians and or Public Officers as described by the Public Procurement Act 2011
- (h) That we do not have a **conflict of interest** in relation to the procurement requirement as defined in the Instructions to Tenderers.

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(i) I/We are aware that, where it shall be found that any or all the below mentioned of our Company have provided misleading information in preparing this EOI document, our EOI response will not be considered

Name \_\_\_\_\_ (In the capacity of) \_\_\_\_\_

Duly authorized to sign Tender \_\_\_\_\_ Date \_\_\_\_\_

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