

# MORETELE LOCAL MUNICIPALITY

MUNICIPAL OFFICES  
4065B  
Mathibestad



Private Bag X367  
Makapanstad  
0404

Tel (012) 716 1312

Fax (012)716 9999

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## LOCAL ECONOMIC DEVELOPMENT AND PLANNING DIRECTORATE

17 June 2026

### EXPRESSION OF INTEREST TO LEASE MUNICIPAL CONFECTIONERY FACILITY AT NGOBI BAKERY

Moretele Local Municipality

MLM ITEM NO: 1001-04-2026

Closing date: 10 July 2026

#### 1. Introduction

The Moretele Local Municipality invites suitably qualified and experienced companies, cooperatives, SMMEs, NPCs or community organisations to submit proposals to lease, operate and manage the municipal confectionery facility (Ngobi Bakery).

The purpose of this initiative is to revive and expand the confectionery facility, promote local economic development, support social entrepreneurship, and ensure sustainable provision of confectionery products to the community.

#### 2. Scope of Work

The successful applicant will be required to undertake activities which may include (but are not limited to):

- Production, supply and sale of confectionery products (bread, cakes, pastries, muffins, etc.).
- Oversee and manage daily operations of the facility during agreed business hours.
- Management of stock, equipment, hygiene, and customer service standards.
- Ensuring compliance with municipal by-laws, health regulations, and safety standards.

- Train youth from Moretele on the various elements of the business value chain.
- The duration of the lease is for a minimum of 5 years.

### **3. Requirements**

- Black owned Companies, NPO, CBO, Trust, NPC
- Be more than 3 years in existence as a legal registered entity.
- Provide 2 years audited statements or compiled annual financial statements.
- Proven track record of managing community socio economic development project of more than R5 Million, within the past 3 years. Provide at least 3 trade reference letters, preferably from government department(s) or its entities.
- The applicant should have the financial capacity of at least R200 000 to renovate the facility.
- The applicant should be able to purchase additional and advanced confectionery equipment's and systems.
- The applicant must have the capacity to ensure that there are security measures through installing camera, alarms etc and maintaining them.
- The applicant must have cash flow to pay employees' salaries for at least six months.
- Provide Bank Guarantee (BG) Letter of liquid cash between R150 000 to R200 000.
- Must have community development and social entrepreneurship experience.
- Experience of HR and salary payment value of not less than R100 000 per month, for a minimum period of 24 months.
- Proven track record of working with youth and provide evidence.
- Demonstrate how the confectionery facility will be rebranded, managed, positioned and sustained to participate the market.
- Demonstrate how the business will train and employ young people especially unemployed graduates.
- Demonstrate growth, expansion and marketing plan for the first 12months.

### **4. Submission documents**

Applicants must submit the following:

#### **4.1 Administrative Requirements**

- Certified copy of ID of at least 3 Directors
- Company/organisation registration certificate (company, cooperative, CBO, NPC, NPO).
- Company UIF registration

- Valid Tax Clearance Certificate / PIN
- Proof of business address
- CSD report
- Bank Guarantee (BG) Letter of liquid cash of between R150 000 and R200 000.
- Proof of business bank letter

#### 4.2 Technical Requirements

Maximum 15-page proposal covering:

- Business concept and product range
- Operational plan
- Human resources plan
- Training and development strategy
- Marketing and communication strategy
- Financial projections
- Demonstrated experience in youth and community focused developmental programmes, with evidence provided
- Health & safety understanding (Certificate or commitment to obtain Food Handling Certificate)

#### 5.Evaluation Criteria

Applications will be evaluated using Functionality/Technical scoring method.

Criteria	Points
Relevant experience in youth/community and entrepreneurship development	30
Quality & feasibility of business plan	30

Financial capacity to operate sustainably	20
Local economic development benefits (jobs, youth/women/small business support)	10
Health, safety, and operational compliance	10

Minimum qualifying score: 70 points. Only applicants meeting or exceeding the threshold will proceed to further consideration.

## 6. Responsibilities of the Successful Applicant

The operator will be required to:

- Revive, maintain the facility, equipment, and surrounding area.
- Ensure that the confectionery is operational within 6 months after signing the lease agreement.
- Adhere to operating hours set by the municipality.
- Train and employ youth and women.
- Comply with food safety and municipal by-laws.
- Submit quarterly performance reports to the municipality.

## 7. Responsibilities of the Municipality

The municipality will:

- Provide and handover the facility together with the asset register.
- Provide oversight and monitoring.
- Facilitate signing of a lease/operational agreement.
- Offer business development support where possible (training, mentorship).

## **8. Submission Instructions**

All applications must be submitted in a sealed envelope clearly marked:

“Expression of interest to lease municipal confectionery facility at Ngobi village –

Delivered to: Moretele Local Municipality

Stand 4065B Mathibestad

[Municipal Offices / Tender Box]

NB: - Late or incomplete will not be accepted unless otherwise stated.

## **9. Enquiries**

All enquiries must be directed to: Office of the Municipal Manager



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**Name: Mr S. Ngwenya**

**Municipal Manager**

**Contacts: 01 716 1300**