Request For Proposal:
Sponsorship and Implementation of Community Sports Tournaments

02 September 2026

Trustees: Simphiwe Dyanti, Sibusiso Xoxo, Dr. Moleki Moleki, Adv. Libongo Ndabula, Thokozile Zambane, Asante Phiri

Molteno & Sterkstroom Community Development Trust

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1. INTRODUCTION

The Molteno & Sterkstroom Community Development Trust ("the Trust" or "TMSCDT") was established to promote sustainable social and economic development within the beneficiary communities of Molteno and Sterkstroom. Through funding generated from community development commitments associated with the Dorper Wind Farm project, the Trust supports initiatives that improve the quality of life of community members and contribute to long-term community development outcomes.

The Trust recognises sport as a valuable vehicle for youth development, community participation, social cohesion, health promotion, and talent development. Community sports tournaments create opportunities for individuals and teams to engage in structured recreational activities while fostering discipline, teamwork, inclusion, and positive social interaction.

Through this Request for Proposals (RFP), the Trust invites suitably qualified community organisations, sports clubs, schools, non-profit organisations, community-based organisations, and event organisers to submit proposals for the planning and implementation of community sports tournaments within the Trust's beneficiary communities.

The Trust seeks to support well-organised tournaments that demonstrate strong community participation, measurable developmental impact, sound financial management, and alignment with the Trust's objectives. Funding may be awarded to one or more successful applicants, subject to the availability of funds and the quality of proposals received.

2. SCOPE OF WORK

The successful applicant(s) will be responsible for the planning, coordination, administration, and implementation of community sports tournaments within Molteno, Sterkstroom, and surrounding beneficiary communities.

The scope of work shall include, but not be limited to, the following:

2.1 Tournament Planning

The applicant shall:

- Develop a detailed tournament implementation plan.
- Identify participating teams, clubs, schools, or community groups.
- Secure suitable venues and facilities.
- Develop fixtures, schedules, and competition rules.

- Coordinate tournament logistics and stakeholder engagement.

2.2 Tournament Implementation

The applicant shall:

- Manage all aspects of event delivery.
- Coordinate participant registration.
- Facilitate match administration and scheduling.
- Manage tournament officials and volunteers.
- Ensure smooth operation of all tournament activities.

2.3 Scope of Services

The applicant shall demonstrate how the tournament will:

- Promote youth participation.
- Encourage participation by women and girls.
- Foster social cohesion and community unity.
- Support local talent development.

Provide opportunities for broad community involvement

2.3.1 Safety and Risk Management

- The applicant shall:
- Develop a health and safety plan.
- Provide first aid and emergency support during events.
- Implement risk mitigation measures.
- Ensure participant and spectator safety.

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2.3.2 Branding and Visibility

- The successful applicant shall:
- Acknowledge Trust funding on event material.
- Display Trust branding where appropriate.
- Provide visibility opportunities for the Trust during the event.

2.3.3 Reporting

Successful applicants will be required to submit:

- Attendance registers.
- Team participation records.
- Tournament results.
- Financial expenditure reports.
- Photographic evidence.
- Final project reports detailing outcomes and impact achieved

3. TECHNICAL REQUIREMENTS

Applicants must demonstrate the following:

3.1 **Organisational Capacity**

Applicants should have:

- Experience organising sports tournaments, community events, or youth development programmes.
- Appropriate governance and management structures.
- Ability to manage project funds responsibly.
- Capacity to implement activities within agreed timelines.

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3.2 **Financial Management**

Applicants must demonstrate:

- Financial accountability and sound recordkeeping.
- Ability to manage sponsorship funding.
- Capacity to provide expenditure reports and supporting documents.

3.3 **Local Participation**

Preference will be given to proposals that:

- Involve local teams and community structures.
- Promote local economic participation.
- Engage local volunteers and service providers where appropriate.

3.4 **Eligible Sporting Codes**

The Trust will consider tournaments involving:

- Soccer
- Netball
- Rugby
- Cricket
- Volleyball
- Athletics
- Basketball
- Indigenous Games

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- Multi-Sport Events

Other sporting codes may be considered upon motivation.

4. **RFP RESPONSE REQUIREMENTS**

Applicants must submit a proposal containing the following information:

4.1 **Organization Details**

- Organisation name
- Registration details
- Physical address
- Contact person
- Contact number and email address

4.2 **Organisation Profile**

Provide:

- Background of the organisation
- Relevant experience
- Previous sports tournaments or community programmes implemented
- Organisational structure

4.3 **Technical Proposal**

The proposal must include:

- Description of the proposed tournament
- Tournament objectives
- Proposed date(s) and venue(s)

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- Number of participating teams
- Number of expected beneficiaries
- Community impact anticipated
- Implementation plan

4.4 **Budget Proposal**

Provide a detailed budget indicating:

- Venue costs
- Equipment costs
- Match officials
- Transport
- Medical support
- Refreshments
- Marketing and promotion
- Trophies, medals and prizes
- Administration costs

Applicants must clearly indicate the total amount requested from the Trust.

4.5 **Supporting Documentation**

Applicants must submit:

- Registration certificate (where applicable)
- Constitution
- Proof of banking details

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- Certified copy of authorised representative's ID
- Tax compliance status (if applicable)

5. EVALUATION CRITERIA

Proposals will be evaluated according to the following criteria:

Evaluation Criteria	Weighting
Alignment with Trust objectives	20%
Community impact and beneficiary reach	25%
Organisational capacity and experience	20%
Tournament implementation approach	15%
Budget and value for money	10%
Inclusion of youth, women and vulnerable groups	10%
Total	**100%**

The Trust reserves the right to request clarification or additional information during the evaluation process.

6. SUBMISSION GUIDELINES

- **Deadline for Submission:** 30 September 2026, 17:00
- **Submission Method: Email response requirements (see Section 4) to** admin@mscdtrust.co.za. Only submissions via email shall be accepted.
- **Point of Contact:** admin@mscdtrust.co.za , Sterkstroom and Molteno Community Liaison Offices
- **Clarification Requests Deadline:** all clarifications must be directed to admin@mscdtrust.co.za by the 30 September 2026. Emails must have the heading “Sponsorship and Implementation of Community Sport Tournaments”

7. CONTRACT TERMS

Successful applicants will be required to enter into a Funding Agreement with the Trust.
The Funding Agreement will include provisions relating to:

- Approved project activities.
- Funding amount.
- Reporting obligations.

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- Monitoring and evaluation requirements.
- Payment arrangements.
- Branding and publicity requirements.
- Financial accountability measures.
- Project completion requirements.

Failure to comply with the agreement may result in suspension, recovery, or termination of funding

8. TERMS & CONDITIONS

The Trust reserves the right to:

- Accept or reject any proposal.
- Fund one or more tournaments.
- Approve funding in full or in part.
- Request additional information from applicants.
- Conduct due diligence on any applicant.
- Cancel or amend this RFP at any stage.

Submission of a proposal does not guarantee funding.

Applicants will be responsible for all costs associated with preparing and submitting proposals.

All information submitted will be treated in accordance with applicable governance and confidentiality requirements.

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