



**UMZIMVUBU**  
LOCAL MUNICIPALITY

Person dealing with this matter: Mr. Lwana

Date: 10 MARCH 2014

**Request for Quotation**

The Umzimvubu Local Municipality invites interested service providers to provide us with quotations **TO MARKET AND EXPORT DESIGNS BY LOCAL DESIGNERS LOCALLY AND INTERNATIONALLY.**

**PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT OF 2011 WILL APPLY AS FOLLOWS:**

**PRICE : 80**

**BBB-EE : 20**

Closing Date for submissions is 18/03/2014 @12:00.

For any enquiries & specification, please contact Supply Chain Management Office @ tell: 039 255 8555.

***NB: NO QUOTATION(S) WILL BE CONSIDERED FROM PERSON(S) IN THE SERVICE OF THE STATE. AND SUBMISSION ARE TO BE MADE AT SCM OFFICE, BBBEE VERIFICATION CERTIFICATE MUST BE ATTACHED AND A VALID TAX CLEARANCE CERTIFICATE. FURTHER MORE, NO QUOTATION(S) WILL BE CONSIDERED FROM COMPAN(Y)IES NOT REGISTERED IN THE ULM SUPPLIER DATABASE.***

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Mr. GPT Nota

Municipal Manager

813 Main Street, Mount Frere  
P/Bag 9020, Mt Frere, 5090  
T. 039 255 0166| F. 039 255 0167  
[www.umzimvubu.gov.za](http://www.umzimvubu.gov.za)

**UPHULISO KUMNTU WONKE**





## **UMZIMVUBU** LOCAL MUNICIPALITY

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# **TERMS OF REFERENCE**

**FOR**

**UMZIMVUBU LOCAL MUNICIPALITY FOR EXPORTING & MARKETING**

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### **1. Introduction:**

- Umzimvubu Local Municipality LED Department has the 5 areas of performance of which one of them is SMME development.
- Umzimvubu Local Municipality aims at promoting and boosting the local economy through SMMEs
- Umzimvubu Local Municipality aims to promote and market the local talent both Nationally and Internationally.
- Umzimvubu Local Municipality therefore is looking for a service provider to market and export the products that are made by our local designers

### **2. Request**

Umzimvubu Local Municipality is therefore looking for a service provider to market and export the products that are made by our local designers, locally and internationally

- a. **COMPREHENSIVE PROPOSALS** with financial costs for this exercise.

### **4. SCOPE OF WORK**

- Export the products for local designers
- Registration of SMME on Local and Provincial database of crafters

- Develop Business plans
- Conduct trainings on business management and exporting
- Design marketing strategies for designers
- Develop price list and product specification
- Filing of tender documents

**5. Accountability and Reporting Structure**

The service provider will account to Umzimvubu Local Municipality LED department.

**6. Submission**

- A comprehensive proposal inclusive of the methodology and time frames for achieving the scope of work set above.
- An All-inclusive Quotation.
- Activity schedule.
- Company profile with a traceable track record and references should also be submitted.
- A valid copy company Certification as issued by CIPRO.
- A valid original tax clearance certificate.
- A BBBEE certificate.

**Enquiries**

**Enquiries to be forwarded to Ms Lindile Dina LED Office @ 039 255 8500 or Ms. S Batyi @ 082 747 0435**