



# UMZIMVUBU

LOCAL MUNICIPALITY

**ADVERTING DATE: 11 August 2017**

**UMZ/2017-18/LED (Ploughing.)/018**

SERVICE PROVIDERS TO PLOUGHING OF MAIZE FIELDS IN 27 WARDS OF ULM

Bidders are hereby invited to submit proposals/Quotations for ploughing of maize fields in 27 wards

No	Ward	Hectares	Location	Land status	Weed type
1.	1	20ha	Lower brooksnek (10ha) and Ncwayi (10ha)	20ha virgin land	Grass (kikuyu) and broad leaf
2.	2	20ha	Sipolweni (20ha)	20 ha virgin land	Grass (kikuyu) and broad leaf
3	3	20ha	Tela community gardens (20ha)	20ha land in use	Grass (kikuyu) and broad leaf
4.	4	20ha	7.5ha Sigidini, 7.5ha Betshwana and 5ha Mobheni	20ha virgin Land	Grass (kikuyu) and broad leaf
5.	5	20ha	Ndzongiseni (10ha) and Marwaqa (10ha)	20ha virgin land	Grass (kikuyu) and broad leaf
6.	6	20ha	Lakabini (10ha) Ndarala (5ha) Nxabaxa (5ha)	20ha virgin land	Grass (kikuyu) and broad leaf
7.	7	20ha	Skemane 10ha) and Ntshakeni (10ha)	20ha virgin land	Grass (kikuyu) and broad leaf
8.	8	20ha	Ndakeni (5ha), Lusuthu (5ha) and Lugelweni (10ha)	20ha virgin land	Grass (kikuyu) and broad leaf
9.	9	20ha	Luxwesa (10ha) and Sugar-bush (10ha)	20ha virgin land	Grass (kikuyu) and broad leaf
10.	10	20ha	Ngqumane (10ha) and Nomkholokotho (10ha).	20ha land in use	Grass (kikuyu) and broad leaf
11	11	20ha	Sithinteni (20ha)	20 ha virgin land	Grass (kikuyu) and broad leaf
12	12	20ha	Tyeni (20ha)	20ha Virgin land	Grass (kikuyu) and broad leaf
13	13	20ha	Ntlabeni (10ha) and Mkalatye (10ha)	20ha Virgin land	Grass (kikuyu) and broad leaf
14	14	20ha	Goxe and Makolonini	20ha Virgin land	Grass (kikuyu) and broad leaf
15	15	20ha	Loci (20ha)	20ha Virgin land	Grass (kikuyu) and broad leaf
16	16	20ha	Phaphanani (5ha), Lubhacweni (5ha) and Moyeni (5ha)	20ha Virgin land	Grass (kikuyu) and broad leaf

17	17	20ha	Nkwazini (5ha), Mabhaceni (5ha), Hlani (5ha) and Sdikidiki (5ha)	20ha Virgin land	Grass (kikuyu) and broad leaf
18	18	20ha	Town gardens (5ha), Sopia (5ha) Badibanise (10ha)	20ha Virgin land	Grass (kikuyu) and broad leaf
19	19	20ha	Mtshazi (10ha) and Mvuzi (10ha)	20ha Virgin land	Grass (kikuyu) and broad leaf
20	20	20ha	Dangwana (10ha), Cabana (5ha) and Majuba (5ha)	20ha Virgin land	Grass (kikuyu) and broad leaf
21	21	20ha	Essek 5ha dangwana 5ha, Qoqa 5ha and Mpindweni 5ha	20ha Virgin land	Grass (kikuyu) and broad leaf
22	22	20ha	Mabhobho (20ha)	20ha Virgin land	Grass (kikuyu) and broad leaf
23	23	20ha	Mahobe (10ha), Pondomise (10ha).	20ha Virgin land	Grass (kikuyu) and broad leaf
24	24	20ha	Lower Mnyana (10ha) Tshisani (10ha)	20ha Virgin land	Grass (kikuyu) and broad leaf
25	25	20ha	Nxekazi	20ha Virgin land	Grass (kikuyu) and broad leaf
26	26	20ha	Magweni 10ha and Mrolweni 10ha	20ha Virgin land	Grass (kikuyu) and broad leaf
27	27	20ha	Nezixobo (10ha) and Mpendla (10ha)	20ha Virgin land	Grass (kikuyu) and broad leaf

**MANDATORY DOCUMENTS TO BE SUBMITTED FAILURE TO DO SO WILL LEAD TO BE NON RESPONSIVE.**

Umzimvubu Local Municipality Supply Chain Management will apply. A valid Original Tax Clearance Certificate or confirmation from SARS with a verification pin, certified copy of company Registration/Founding Statement/CIPC Documents. Certified BBBEE certificate and a combined BBBEE for a joint venture (non-elimination item). JV Agreement for Joint venture. 80/20 evaluation criteria. Prices quoted must be firm and must be inclusive of VAT for vat vendors. Certified ID Copies of Managing Directors/ Owners. CSD Registration and MBD forms 4, 8 and 9 are compulsory submission and Billing Clearance certificate or Statement of Municipal Accounts. Certified copies of Certificates must not be later than 90 days of closing date. **No couriered, faxed, e-mailed and late tenders will be accepted.** Umzimvubu Local Municipality reserves the right not to appoint and value for money will be the key determinant. All quotation must be deposited in the quotation box situated at **Umzimvubu Local Municipality Offices at SCM office 7813 Main Street, Mt Frere** not later than **12h00 noon on 24 August 02017**, where they will be opened in public. All tenders must be clearly marked "Name of the project or Reference number". All service providers must be registered on CSD and submit proof.

Compulsory briefing meeting for Mount Frere and Mount Ayliff

**Mount Frere**

17 August 2017

Venue: Executive Lounge Mount Frere

Time: 09:00am

**Mount Ayliff**

18 August 2017

Venue: Mount Ayliff Town Hall

Time: 09:00am

The municipality will not make award any award to a person or persons working for the state.

**Enquiries:** All technical enquiries may be directed to Mr .M. Matam/ Mr Mbukushe (SCM Manager) 039 255 8556

Other enquiries regarding this Bid may be directed to the office of the Municipal Manager:

**Attention: Mr G.P.T Nota**

**813 Main Street or P/Bag X9020**

**MT FRERE**

**5090**

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**GPT NOTA (MUNICIPAL MANAGER)**



# UMZIMVUBU

LOCAL MUNICIPALITY

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## TERMS OF REFERENCE

### PLOUGHING OF MAIZE FIELDS

#### FOR

### UMZIMVUBU MUNICIPALITY (LED & ENVIROMENTAL MANAGEMENT DEPARTMENT)

REF ULM/11/07/2017/LED/02

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#### **Introduction:**

- Umzimvubu Local Municipality LED Department has the 5 areas of performance of which one of them is Agrarian development /reform.
- The aim is to promote Agricultural activities to fight poverty.
- To promote the local economy.
- The scope of the Municipality (LED) mandate is the eradication of poverty, by harnessing resources for community-based projects or initiatives.

#### **Request:**

Umzimvubu Local Municipality is therefore requesting the services of a service provider to conduct tilling, ripping and planting of 20 hectares in 27 wards, for the planting of yellow maize fields.

Therefore; **Umzimvubu Local Municipality** invites prospective bidders to submit:

#### **ALL-INCLUSIVE QUOTATIONS**

To conduct ripping, 2 x disking, plant, pre -spray, post – spray, top dressing and weed spraying of 20 hectares of maize fields in 27 wards of Umzimvubu Local Municipality. The quotations for each ward should be submitted separately.

Refer to the table below:

No	Ward	Hectares	Location	Land status	Weed type
1.	1	20ha	Lower brooksnek (10ha) and Ncwayi (10ha)	20ha virgin land	Grass (kikuyu) and broad leaf
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24	24	20ha	Lower (10ha) Mnyana Tshisani (10ha)	20ha Virgin land	Grass (kikuyu) and broad leaf
25	25	20ha	Mnxekazi	20ha Virgin land	Grass (kikuyu) and broad leaf
26	26	20ha	Magweni 10ha and Mrolweni 10ha	20ha Virgin land	Grass (kikuyu) and broad leaf
27	27	20ha	Nezixobo (10ha) and Mpendla (10ha)	20ha Virgin land	Grass (kikuyu) and broad leaf
<b>Total</b>		<b>=</b>	<b>540 ha</b>		

### **Scope and Extent of work**

#### **1. 1. The Ploughing mechanization will be as follows: (REF ULM/11/07/2017/LED/02):**

The successful Service Provider shall be expected to cover amongst other things.

- Ploughing of 20 hectares of yellow maize fields. **(PLEASE QUOTE THE REF NUMBER)**
- Ripping, 2 x disking, pre- spraying emergence, planting, post- spraying emergence, top dressing (broadcasting), and application of fungicides and pesticides chemicals.
- Executing of 20 hectors within 10 (ten) days.
- Daily written reporting or updates. N.B failure to do this will result in the municipality deducting 10 percent amount of the total, as this is part of the scope of work.
- NB Use of affidavits is strictly prohibited.

Please note that the planting population of 32000 kernels per hectare will highly recommended. The main project output is ploughing of 20 hectors of maize fields in the above mentioned wards. The seed bed must be prepared in such way that the planting is done on a flat land. Good quality seed bed must be used and the project will be monitored closely from time to time or on each stage of operation. The service provider is expected to rip, disk, plant, pre- spray, post spray, broadcast and herbicides, pesticides and fungicides application.

Before the mechanization starts the service provider must do the equipment pre- check before the use of any equipment and the calibrations with the beneficiaries before commencement of all the operations.

The supply, deliver and distribute will be done separately and the service provider appointed to do this service will supply before the commencement of the project.

### **Project Management**

A Project Manager from the Municipality who is an LED Officer will be responsible for all the monitoring of the quality of supplied inputs. Also to monitor the service provider during the execution of the project.

The affected Ward Councilors will visit the project at any given time without the notice to the service provider on site.

The Project Steering Committee will verify and confirm the delivery and supply of inputs. A Project Steering Committee (PSC) will be chaired by the Ward Councilor and the Project Manager will work closely with the PSC.

Monitoring of the project will be done closely with the Local Agricultural Extension officers, Ward Councilors and Local Authority/ Traditional Leaders.

### **Project Duration**

The time for finishing 20 hectares should not be more than 10 (ten) days for all the operations. The service provider will be expected to maintain the planted crops until the harvesting period and failing to that the penalty will apply on the last payment claim. The project completion certificates will be provided to the service providers for signatures once the project is completed.

### **Quotation Route Acquired by Supply Chain Management (SCM)**

Umzimvubu Local Municipality's procurement, thus Supply Chain Management will acquire quotations from relevant eligible Service Providers to supply inputs. The Service Providers will be expected to furnish the following information or documents.

- Methodology and functionality, (work schedule of activities) stating the exact time frame for starting and finishing which shall be within the allocated time of 14 days, from the date of receiving the order.
- Proof of ownership of the tractor (log book) and of agricultural equipment.
- Letter of confirmation of the agricultural equipment including the tractor from the ward Cllr will be requested as well. **(in a letter all the machinery available or owned by an individual must be clearly stated)**
- Founding statement ( CK) of the company
- Original and valid Tax Clearance certificate from South African Revenue Services (SARS) MUST be included in the quote or Tax Reference No.
- BBBEE certificate.

### **7. Penalties.**

The following penalties will be imposed upon service providers who fail to meet the stipulated requirements (before or after the award has been given).

**No• Action• Time of Occurrence• Penalty• • 1.•** The tractor ownership document (logbook) **must** be

No	Action	Time of Occurrence	Penalty
1.	The tractor ownership document (logbook) <b>must</b> be submitted to prove ownership of the tractor or failure to submit such document an application will not be considered.	During quoting	Non -award
2.	Non reporting	During work	10% penalty of the total quote
3.	Failure to finish on time.	During work	10% penalty of the total quote
4.	Unable to plant properly (non-effective spraying) resulting to poor quality of maize or no yield at all.	During work	50% penalty of the total quote

## **8. Payment method**

The following part payment method will apply when it comes to the payment certificates. Firstly, completion certificate signed by Project Manager, PSC Chairperson, Ward Cllr and LED Manager must be submitted with the payment certificate. Then the payment certificates will be signed by LED Manager, Project Manager, PSC Chairperson and ward Councilor as part of project management.

### **1. Mechanization payment method**

No	Activities	Percentages
1	<ul style="list-style-type: none"> <li>- Ripping and 2x disking</li> <li>- Planting and Pre-spraying.</li> </ul>	60%
3	<ul style="list-style-type: none"> <li>- Top dressing and Post spraying</li> <li>- Application of Herbicides, pesticides and fungicides agents.</li> </ul>	35%
4	<ul style="list-style-type: none"> <li>- Last claim during drying of maize</li> </ul>	5%

## **9. Briefing meeting**

**A compulsory briefing meeting for Mount Frere shall be held as follows:**



**Date : ..... July 2017**  
**Venue : Executive Lounge Mount Frere**  
**Time : 09h00**

**And for Mount Ayliff as follows:**

**Date : ..... July 2017**  
**Venue : Town hall Mount Ayliff**  
**Time : 14h00**

**Closing date and enquiries:**


**Mr. T Matola @ 039 255 8539 / 0823220303 or**

**Mr M Matam @ 039 255 8541 / 076 412 3285**

The proposals should be dropped at the Supply Chain Management Offices, Umzimvubu Local Municipality Mount Frere closing date on/ before ...../ 07/ 2017 at 12h00

**1. PREPARED BY : T MATOLA**

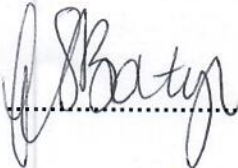
**DATE : 03<sup>rd</sup> /07/2017**



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**2. APPROVED BY : SL BATYI**

**DATE : 03<sup>rd</sup> /07/2017**



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