



UMZIMVUBU
LOCAL MUNICIPALITY

ADVERT DATE: 01 March 2016

**SMALL SCALE IMPLEMENTATION OF UMZIMVUBU POLE
TREATMENT PLANT**

REQUEST FOR QUOTATION LED/033

Bidders are hereby invited to submit quotation for small scale implementation of uzimvubu pole treatment plant and Terms of Reference will be available on the website and scm office for free.

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, certified copy of company Registration/Founding Statement/CIPC Document. 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. MBD forms 4, 8 and 9 are compulsory submission and Billing Clearance certificate or Statement of Municipal Accounts. **No couriered, faxed, e-mailed and late tenders will be accepted after closing date.** Umzimvubu Local Municipality reserves the right not to appoint and value for money will be the key determinant. All tenders must be deposited in the tender box situated at **Umzimvubu Local Municipality Offices at 813 Main Street, Mt Frere** not later than **12h00** noon on **16 March 2016**, where they will be opened in public.

All tenders must be clearly marked "Name of the project and Reference number indicated above

Compulsory briefing: 05 MARCH 2015 ,MOUNT FRERE TOWN HALL @10:00AM

Enquiries:

All technical enquiries may be directed to Mr M.Matam 039 255 8641 SCM Mr T Mbukushe 0392558555

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
Tel: (039) 255 -8500
Fax: (039) 255- 01673

GPT NOTA
MUNICIPAL MANAGER



TERMS OF REFERENCES
PROJECT MANAGEMENT SERVICES
FOR
THE SMALL SCALE IMPLEMENTATION OF
UMZIMVUBU POLE TREATMENT PLANT

1. Introduction:

- Umzimvubu Local Municipality LED Department has the 5 areas of performance of which one of them is SMME development.
- Umzimvubu Local Municipality therefore is looking for a service provider to provide Project Management Services for the implementation of Umzimvubu Pole Treatment Plant at a small scale at Ward 20, Mawusheni location as outlined in the scope of work at no 04 below.

2. Project situation

The project is situated at ward 20 Mawusheni village Mount Frere.

3. Request

Umzimvubu Local Municipality is therefore looking for the services of Project Management for small scale implementation of the above project.

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

4. SCOPE OF WORK

- Implement of the Small scale plant at Mawusheni village ward 20
- Conduct daily operations of the plant including cutting, debarking and drying of woods
- Ensure records are up to date
- Assist in treating of poles using creosote
- Ensure that there are proper measures of Stock control in process
- Facilitate and ensure market for the produce in local stores and users, and should provide agreements from interested parties.
- Skills transfer
- Act as a mentor for the co-operative beneficiaries.
- Identify training needs, for the co-operative in relation to pole treatment.
- Provide monthly reports to the Municipality
- Provide sustainability plan for the Project
- Ensure that there is adequate timber supply
- Ensure the security of the site and implements.

5. PROJECT DURATION

The duration of the project is 04 Months

6. ACCOUNTABILITY AND REPORTING STRUCTURE

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

7. SUBMISSION

- A comprehensive proposal inclusive of the methodology, for achieving the scope of work set above.
- An All-inclusive Quotation.
- Activity schedule

- A valid copy company Certification as issued by CIPRO.
- A valid original tax clearance certificate.
- A BBBEE certificate.
- Any other attachment as directed by the Supply Chain Management Office.

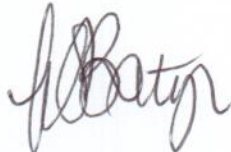
8. BRIEFING MEETING.

A compulsory briefing shall be held at the Umzimvubu town hall, Mount Frere at the date advertised.

Enquiries

Enquiries to be forwarded to Mr. Sibusiso Mcoombeli LED Office and SCM OFFICES

@ 039 255 8500

A handwritten signature in black ink, appearing to read 'Sibusiso Mcoombeli', is centered below the contact information.