



# UMZIMVUBU

LOCAL MUNICIPALITY

**ADVERTING DATE: 14 August 2017**

**UMZ/2017-18/LED (TOILET MACHINE)/033**

**SERVICE PROVIDER TO SUPPLY, DELIVER AND COMMISSIONING OF TOILET ROLL MACHINE AS PER TERMS OF REFERENCE.**

Bidders are hereby invited to submit proposals/Quotations for Supply and deliver Toilet roll machine as per terms of reference.

**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 2017**, 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.

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 .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**

**GPT NOTA (MUNICIPAL MANAGER)**





# UMZIMVUBU

LOCAL MUNICIPALITY

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## TERMS OF REFERENCES

FOR

### SUPPLY, DELIVERY AND COMMISSIONING OF TOILET PAPER ROLL MANUFACTURING MACHINE FOR THE ALOE VALUE ADDITION.

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#### 1. Introduction:

- Umzimvubu Local Municipality LED Department has the 5 areas of performance of which one of them is Environmental Management.
- The Local Economic Development (LED) Department has a responsibility of ensuring conducive environment for our local businesses and entities to operate.
- It has a responsibility also to ensure the utilization and value adding of local available resource for the improvement of livelihoods.
- Umzimvubu local Municipality is embarking on toilet paper processing into finished usable products and to create job opportunities.
- The aim is to promote the use of locally available resources for betterment of Rural Livelihoods.

Umzimvubu Local Municipality therefore is looking for a service provider to supply, deliver and commission the toilet paper roll manufacturing machine, at Ward 04, Betshwana

#### 2. Project situation

The project is situated at ward 04, Betshwana Village of Mount Ayliff.

#### 3. Request

Umzimvubu Local Municipality is therefore looking for proposals from service provider's to supply, deliver and commission the toilet paper roll manufacturing machine at Ward 04, Betshwana

##### a. COMPREHENSIVE PROPOSALS

- A detailed proposal with financial costs must be provided.

- A warranty of the machines must be stated
- Maintenance or a service plan of the machines must be attached.

#### 4. SCOPE OF WORK

##### Specifications;

Toilet paper manufacturing machine should be as follows:

| No | Items (description)  |
|----|--|
| 1  | 10 amps- 22v (size of 4.2x2 1.4m (LWH))  |
| 2  | Produce SABS approved specification toilet rolls   |
| 3  | Strong pattern embossing on sheets of toilet paper for a softer feel.                    |
| 4  | Low electricity use.   |
| 5  | Single Phase usage machine   |
| 6  | Produce 12000 rolls per day  |
| 7  | Be able to use 11KW generator for electricity back –up                                   |
| 8  | Adjustable PERFORATION system, system for producing different size tissue sheets/ rolls. |
| 9  | 1 year warranty.   |

The successful Bidder is expected to conduct a training on the following expects and issue certificates:

1. Training on the usage of the equipment
2. Basic machine handling, safety and health standards.
3. Business management installation training course.
- 4.
5. After care service is expected to be performed by the service provider at least for two month period.
6. Warranty of the machines must be stated.
7. Maintain /service plan of the machines must be stated.

#### 5. Accountability and Reporting Structure

- The service provider will account to Umzimvubu Local Municipality LED department.
- The reports must be submitted on training of the beneficiaries.



**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.
- Previous work experience and track record in the area and on peach processing or product manufacturing.
- Engineers warranty on the processors installed for 3 years
- 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.

**Closing Date and Enquiries**

The closing date for submission is ...../.../ 2017 at 12h00. At Mount Frere Umzimvubu Municipality.

Enquiries to be forwarded to Mr. Matola LED Office @ 039 255 8500 or Mr Matam

1. PREPARED BY : MATOLA  
DATE : 04<sup>th</sup>/07/2017



2. RECOMMENDED BY : M MATAM  
DATE : 04<sup>th</sup>/07/2017

3. APPROVED BY : Ms BATYI  
DATE : 04<sup>th</sup>/07/2017

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