



## UMZIMVUBU

LOCAL MUNICIPALITY

Person dealing with this matter: Ms. N.Siwahla

Date: 31 JULY 2014

### Request for Quotation

The Umzimvubu Local Municipality invites interested service providers to provide us with quotations **TO MENTOR 15 EMERGING FARMERS OF UMZIMVUBU AS PER THE TERMS OF REFERENCE.**

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

**PRICE : 80**

**BBB-EE : 20**

Closing Date for submissions is 08/08/2014 @12:00.

For any enquiries & specification, please contact Supply Chain Management Office @ tel: 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. LATE QUOTATIONS WILL NOT BE ACCEPTED.**

**QUOTATIONS AND DOCUMENTS SUBMITTED WILL NOT BE ACCESSIBLE TO THE SUPPLIER/ BIDDER AS THEY WILL BE IN CONTROL AND IN CUSTODY OF THE MUNICIPALITY.**

Mr. GPT Nota

Municipal Manager  
813 Main Street, Mount Frere  
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UPHULISO KUMNTU WONKE





# **UMZIMVUBU LOCAL MUNICIPALITY**

## **TERMS OF REFERENCE**

It is the intention of the Umzimvubu Local Municipality to enter into a formal contract with a service provider that will carry out the services described hereunder. These specifications and the service provider's proposal will form the basis of the contract.

### **SECTION 1: PROJECT TITLE**

<b>Province</b>	<b>:</b>	<b>Eastern Cape</b>
<b>Municipality</b>	<b>:</b>	<b>Umzimvubu Local Municipality</b>
<b>Project Name</b>	<b>:</b>	<b>Farmer Mentorship program on livestock and crop Production.</b>

### **SECTION 2: SUMMARY OF BRIEF**

Extensive proposals are being requested, from service providers who is owning a farm and well experienced in farmer Mentorship and qualifications in Agriculture, Animal Health, Animal husbandry production or mixed production or crop production on how best they can mentor 15 emerging Umzimvubu farmers. The service provider will assist in mentoring and training these farmers. These Projects which are situated in Mount Frere villages and Mount Ayliff villages. The Service Provider will be responsible with the following: Mentoring of 11 livestock Umzimvubu farmers, 5 farmers from Mount Frere and 3 farmer form Mount Ayliff. The service provider will be responsible to conduct skill transfer to the beneficiaries and draft monthly reports, as part of the ULM exit strategy.

### **SECTION 3: PROJECT DESCRIPTION**



## **INTRODUCTION**

Umzimvubu Local municipality which falls under Alfred Nzo District Municipality has been identified as a rural node through the Integrated Sustainable Rural Development Programme (ISRDP) in 2001 which means that the area is poverty stricken characteristic of low levels of education, skill and therefore high levels of unemployment.

The municipality has identified 6 livestock farmers which include broilers, layers, goats, pigs, sheep and cattle. The aim is to utilize locally available resources in achieving these aims. The Market will also help in boosting the production capacity of local Agricultural Co-operatives.

## **BACKGROUND**

"Minister in the Presidency: National Planning Commission, Trevor Manuel, said at a media briefing on the implementation of the plan on 19 February 2013, that the National Development Plan (NDP) offers a long term perspective and also it defines a desired destination and identifies the role different sectors of society need to playing reaching that goal.

The NDP aims at to eliminate poverty and to reduce the inequality by 2030. According to the plan, South Africa can realise these goals by drawing on the energies of its people, growing an inclusive economy, building capabilities, enhancing the capacity of the state, and promoting leadership and partnership throughout society.

Minister Manuel highlighted the processes in the implementation of the plan:

- The Presidency and Deputy President will be the lead champions of the Plan within Cabinet, in government and throughout the country. Premiers and Mayors will need to be visible and active champions of the Plan, with their offices being the catalytic agencies to drive implementation at provincial and municipal levels.

It is against this background that Umzimvubu Municipality has embarked in this programme.

### **3.1 PROJECT PURPOSE:**

- To select a Service Provider who will have a 3 month lease agreement with the Municipality to mentor this farmers, skills transfer to the beneficiaries.

### **3.2 PROJECT OUTCOMES/ OUTPUTS/ DELIVERABLES**

The following outcomes and deliverables are required:

For livestock

- Giving support to the emerging farmers for livestock.
- To improve the quality of livestock of the Farmers.
- To improve the wool production/ quality for the Farmers.

- Improving the quality of communal livestock.
- Empowerment of rural communities on animal keeping.
- Keeping livestock in good health even in winter.
- To link the Farmers with BKB so as to optimize profits/ sales.
- Vaccination programme.
- Assessment of viability of their businesses and a report with recommendations.

For crop

- Giving support to the emerging farmers for crop.
- To improve the quality of farmers produce.
- To train the farmers on crop rotation to able them to produce sustainable production.
- Empowerment of rural communities on crop, vegetables production and livestock.
- To link the Farmers with the available market opportunity.
- Assessment of viability of their businesses and a report with recommendations.

### **3.3 SCOPE OF WORKS**

The mentorship programme is as follows:

1. All the programmes are done on weekly basis and a full mentoring programme is put on place.
2. The farmers are visited as and when required but more and above that the visit programme is done on weekly basis.
3. The attached training manual will be used to conduct the training.
4. The appointed service provider is expected to start on the month of August 2014.

### **3.4 COMPETENCY / EXPERTISE REQUIREMENTS**

In order to complete this task the following expertise and competencies are deemed necessary.

1. The service provider must have a proven record of functionality in the field of farmer mentorship and must have a farm and the following qualifications; Animal Health (Registered to SAVC), Animal Husbandry, Crop production or Mixed production or must.
2. Knowledge of the Umzimvubu Local area.
3. Facilitation / co-ordination skills



4. Report writing and presentation skills as it might be required.
5. Experience and knowledge in undertaking and completing similar assignments
6. Be able to work in partnership with the Municipality
7. Able to use participatory learning approach.
8. Ability to start immediately after the appointment and carry out the process on a sustained basis until completion within the stipulated time.

#### **SECTION 4: REPORTING REQUIREMENTS & CONSULTATION**

- For project management purposes the service provider will report to the LED/Agriculture Development Officer, Umzimvubu LM. For substantive issues. Instructions to the service provider can only be given through or by the LED Manager and the LED Officer as the project manager.

#### **SECTION 5: TIMESCALE & SCHEDULE**

The successful service provider is expected to enter into a 9 month contract Agreement with Umzimvubu Local Municipality, from August to November 2014. The selected service provider is expected to report on monthly bases.

#### **SECTION 6: RENUMERATION**

The appointed service provider will be paid on a monthly basis upon submission of the claim certificate.

#### **SECTION 7: 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.

**Closing date and enquiries:**

**Ms. S.L Batyi (039 255 8500) LED Manager**

The proposals should be dropped at the Supply Chain Management Offices, Umzimvubu  
Local Municipality Mount Frere on before 04/08 /2014 at 12h00

The ULM reserves the right to short list candidates, notify and invite those candidates to  
present their proposals to the ULM. The compulsory briefing will be on the 29/07/ 2014  
@ 10h00, Mount Frere Town hall (ward 18).