



UMZIMVUBU

LOCAL MUNICIPALITY

Person dealing with this matter: Mr. Lwana

Date: 12 SEPTEMBER 2013

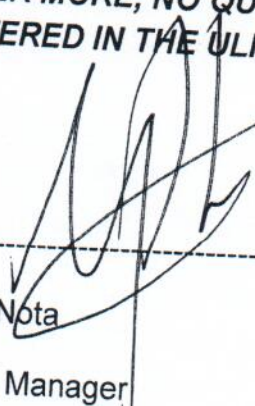
Request for Quotation

The Umzimvubu Local Municipality invites interested service providers to provide us with quotations **FOR WASTE MANAGEMENT TRAINING**.

Closing Date for submissions is 20/09/2013 @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.


Mr. GPT Nota
Municipal Manager

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UPHULISO KUMNTU WONKE

UMZIMVUBU LOCAL MUNICIPALITY

TERMS OF REFERENCE:

TRAINING OF PERSONNEL ON WASTE MANAGEMENT

1. INTRODUCTION OF THE PROJECT

To train 38 Community Services personnel on Waste Management to able to manage waste removal, transportation , disposal of refuse, recycling and maintenance of landfill site in order to manage and maintain cleaning services within Umzimvubu Municipal area of Jurisdiction.

2. PROJECT BACKGROUND

Waste management is one of the strategic objectives of the Citizen & Community Services Department at Umzimvubu Local Municipality. It is then crucial to provide training for employees within the Community Services section. This training will ensure that waste is managed and recycled efficiently without any problems. Also the training will equip individuals to be able to be agents of change in matters pertaining to waste management. This training will ensure that the municipality is complying with legislation as proper recycling; waste removal and disposal will be done in a coordinated manner.

3. AIMS OF THE PROJECT

1. To provide personnel with specialized knowledge regarding waste disposal.
2. To provide practical examples for purposes of understanding and clear verification.
3. To develop skills on recycling and income generation using recycled waste.
4. To entrust employees with skills for proper management of a Landfill Site.
5. To train employees on proper management of waste removal and transportation.

4. SPECIFICATIONS

- a) To provide an overall legal framework that impacts on waste management.
- b) Recycling, its purpose and financial implications
- c) Managing hazardous waste
- d) Waste removal and transportation
- e) Maintenance of landfill sites

- f) Proof of registration with a recognized institutionalized body as a service provider.
- g) Traceable references of companies that are beneficiaries of the same services.

5. SCOPE OF WORK

- 1. To submit a proposal on Training in solid waste management.
- 2. To provide in the proposal a clear knowledge dissemination process
- 3. To provide an Assessment Plan and assessment process during and after the training.

6. DELIVERABLES

- 1. Training is conducted not more than five (5) days.
- 2. Learners are assessed on the agreed criteria and plan
- 3. Learners are certified after the completion of the assessment.

7. EXPECTED OUTCOMES

Thirty eight (38) Employees including supervisors in the waste management unit to be trained in solid waste management.

8. KEY COMPETENCIES

Service provider appointed to undertake this project should demonstrate the following key competences;

- a) Proof of accreditation to train in waste management by relevant SETA.
- b) Proven track record of conducting waste management for training for recognized companies.
- c) Technical skill to interpret the requirements in the terms of reference.
- d) Sound competencies demonstrated by the facilitators who are conducting training.
- e) Sound understanding of the National Waste Management strategy in South Africa and abroad.

9. PROJECT MANAGEMENT

The Service Provider will work very closely with Umzimvubu Local Municipality especially with the Human Resources Development Officer.

10. PROJECT TIMEFRAME

Minimum of two days to maximum of five days for classroom learning and minimum of 2 days practical demonstration of certain roles.

11. PROJECT BUDGET

Service Providers must present a work plan and budget consistent with the amount of work as specified in the "scope of work".