



UMZIMVUBU

— LOCAL MUNICIPALITY —

ADVERTISING DATE: 08 June 2020

UMZ/19-20 /LED/007-TRAINING AND BRANDING

SERVICE PROVIDER TO CONDUCT TRAINING AND PROVISION OF BRANDING FOR SANITIZERS PRODUCTION

Bidders are hereby invited to submit proposals/Quotations for service provider to conduct training and provision of branding for sanitizers producers.

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, 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 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 813 Main Street, Mt Frere** not later than **12h00 noon on 17 June 2020**. 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 T. Matola Matola.Thembalethu@umzimvubu.gov.za & Mr Mbukushe (SCM Manager) 039 255 8500 Mbukushe.Themba@umzimvubu.gov.za

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

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TERMS OF REFERENCE

FOR THE

TRAINING & PROVISION OF BRANDING FOR SANITIZERS PRODUCERS

REF: ULM/19/2020/LED/007

1. Introduction:

- The COVID-19 outbreak in South Africa has forced government to develop interventions to ensure vulnerable households have access to safe and nutritious food during the current state of emergency. One being implemented on a provincial government level involves the distribution of food aid parcels to vulnerable households. The food parcels will see many households through one of the greatest pandemics of our time.
- Providing food to the most vulnerable during the pandemic will ensure relief where it is most needed. Striving to provide more nutritional food can ensure better health outcomes that will reach beyond the pandemic.
- The impact of COVID-19 will undoubtedly unleash a food security crisis that will be deeply felt in poor communities across Umzimvubu Local Municipality for months to come. The thousands of people that rely on a daily / weekly income from the construction industry, the informal economy, small businesses etc. will be severely affected. How and what we eat affects our well-being. Therefore, creating better access to food for the poor is critical in the coming months

2. Request:

- Umzimvubu Local Municipality is therefore requesting the services of a service provider to train, and provide Branding Machine and Stickers for the SMME's producing bulk levels of sanitizers.

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

ALL-INCLUSIVE QUOTATIONS.

Scope and Extent of work: Training & Provision of Branding Machine and Stickers For The Sanitizer-Producing SMME's

The successful Service Provider shall be expected to conduct the following.

- Training & Provision of Branding Machine and Stickers for the Sanitizer-Producing SMME's.

Scope and Extent of work (inputs)

1. To Training & Provision Of Branding Machine and Stickers For The Sanitizer-Producing SMME's as follows: (REF ULM/19/2020/LED/007)

The successful Service Provider shall be expected to:

- Train & Provide Branding Machine and Stickers For The Sanitizer-Producing SMME's.
- The below table illustrate the supply and deliver the following inputs per ward.

No	Items Description	Quantity
20.	Training of 10 participants for 5 days	10
13.	Zebra Gk420t Tt Printer (U/S/P), Basic	4
14.	100 X 100 1up Pure Poly-white H/T Acrylic - Drum 40 Core, 250 Per Roll	8
15.	104mm X 74m Resin Ink Out 13mm Core	6.00

NB: Training & Provision of Branding Machine and Stickers For The Sanitizer-Producing SMME's as the above listed items to the ULM.

Scope and Extent of work inputs

1. Training & Provision of Branding Machine and Stickers For The Sanitizer-Producing SMME's: ULM/19/2020/LED/007.

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

- ☒ Training & Provision of Branding Machine and Stickers For The Sanitizer-Producing SMME's (PLEASE QUOTE THE REF NUMBER).
- ☒ Executing of the project within 7 (seven) days.
- ☒ Provide Letter of confirmation with traceable references.
- ☒ Proof of Certificate on Manufacturing of Detergents and Sanitizers

- ☒ Attach proof of at least three projects of similar nature that were completed with traceable details / contacts

Project Management

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

The acceptance forms will be signed by the Ward Councilors and the community to confirm the delivery of the inputs.

Project Duration

The supply, deliver and distribute should not be more than 07 (seven) after receiving the order.

1. PREPARED BY : MR T. MATOLA

DATE : 20th/05/2020



2. APPROVED BY : MR S NTINZI

DATE : 20th/05/2020

