



UMZIMVUBU

— LOCAL MUNICIPALITY —

PERSON DEALING WITH THE MATTER: MR. T. Mbukushe

01/02/2016

REQUEST FOR QUOTATION

Umzimvubu Local Municipality invites interested service providers to provide us with Quotation for: **Service Provide to do training on poultry production for Umzimvubu poultry projects.**

NB. Clear Specifications Will Be Available on The Municipal Website www.umzimvubu.gov.za And At The Scm Office In Mount Frere ,In Mount Ayliff They Will Be Available At The Municipal Reception.

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

PRICE : 80

BBB-EE : 20

Closing Date for submissions is: 11/02/2016 @ 12:00.

For any queries & 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 COMPANY (NIES) NOT REGISTERED IN THE ULM SUPPLIER DATABASE. THE FOLLOWING MUST BE ATTACHED: ORIGINAL OR CERTIFIED COPY OF THE CK DOCUMENT SHOWING ALL DIRECTORS AND A VALID ORIGINAL SARS TAX CLEARANCE CERTIFICATE. FAULIRE WILL RESULT IN DISQUALIFICATION. A CERTIFIED COPY OF THE BBBEE VERIFICATION CERTIFICATE. FAILURE TO SUBMIT WILL RESULT IN A BIDDER SCORING ZERO POINTS. MBD 4,8&9 MUST BE FULLY COMPLETED AND SIGNED

SUBMISSIONS ARE TO BE MADE AT THE QUOTATIONS BOX SITUATED AT THE SCM OFFICE IN MOUNT FRERE UMZIMVUBU LOCAL MUNICIPALITY OFFICES. NO QUOTATIONS SUBMITTED ELECTRONICALLY WILL BE CONSIDERED.

MR. GPT NOTA
MUNICIPAL MANAGER



UMZIMVUBU
LOCAL MUNICIPALITY

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

Province : Eastern Cape
Municipality : Umzimvubu Local Municipality
Project Name : Training on poultry rearing management
programme

SECTION 2: SUMMARY OF BRIEF

Proposals are being requested, from service providers who have experience and qualifications to render poultry training for the co-operatives involved in these activities within the Umzimvubu area of jurisdiction. This exercise will assist the Municipality and the co-operatives on knowing exactly how to rear poultry layers and broilers quality poultry to meet the demands of the markets.

The successful service provider will be responsible for conducting a 10 day training programme to a 30 member cooperative. The Service Provider will be required to provide training manuals for all the members of the coop and lastly the service provider is expected to do the monitoring and evaluation of this cooperative and come up with a report with recommendations that will advise the Municipality on the viability of the business.

SECTION 3: PROJECT DESCRIPTION

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 developing and assisting the poultry projects.
- The aim is to promote the use of locally available resources for betterment of Rural Livelihoods.

2. PROJECT PURPOSE:

- To conduct a 10 day training programme on basic business skills and peach processing for a co-operative with 30 members, provide training manuals for all the members that will be attending the training and also do the monitoring and evaluation of the co-operative business and come up with a report with recommendations that will advise the municipality on the viability of the business.

3. PROJECT OUTCOMES/ OUTPUTS/ DELIVERABLES

The following outcomes and deliverables are required: Refer to attached specification.

The course material includes:

1. Overview of the South Africa poultry industry
2. Poultry health and hygiene
3. Broiler production
4. Layer production
5. Indigenous poultry farming

6. Poultry business skills
7. The troubleshooting toolbox
8. Communication skills

4. COMPETENCY / EXPERTISE REQUIREMENTS

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

1. Understanding of the co-operatives in general and the legislative and policy framework around Co-operatives and SMME's development sound knowledge of Development Economics.
2. Knowledge of the Umzimvubu Local area.
3. Analytical skills
4. Facilitation / co-ordination skills
5. Report writing and presentation skills as it might be required.
6. Experience and knowledge in undertaking and completing similar assignments.
7. Be able to work within the specified timeframe.
8. Ability to start immediately after the appointment and carry out the process on a sustained basis until completion within the stipulated time.
9. Able to use participatory learning approach.

SECTION 5: REPORTING REQUIREMENTS & CONSULTATION

- For project management purposes the service provider will report to the LED/SMME 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/ SMME Development Officer as the project manager.

SECTION 6: TIMESCALE & SCHEDULE

The appointed service provider is expected to complete the within 10 days, starting from November 2015. Any deviation from the accepted programme must be pre-negotiated with LED/ SMME Development Officer.

SECTION 7: PROJECT PAYMENT MILESTONES

The Service Provider will be paid within 30 days upon submission of an invoice with all the necessary documentation required by the Umzimvubu LM.

SECTION 8: 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:

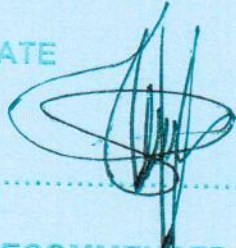
Mr T Matola (039 255 8500) LED Manager.

The proposals should be dropped at the Supply Chain Management Offices, Umzimvubu Local Municipality Mount Frere on before/....../2015 at 12h00

The ULM reserves the right to short list candidates, notify and invite those candidates to present their proposals to the ULM.

1. PREPARED BY : MATOLA

DATE : 10th /11/2015



2. RECOMMENDED BY : M MATAM

DATE : 10th /11/2015



3. APPROVED BY : Ms BATYI

DATE : 10th /11/2015

